

CITY of CASCADE LOCKS

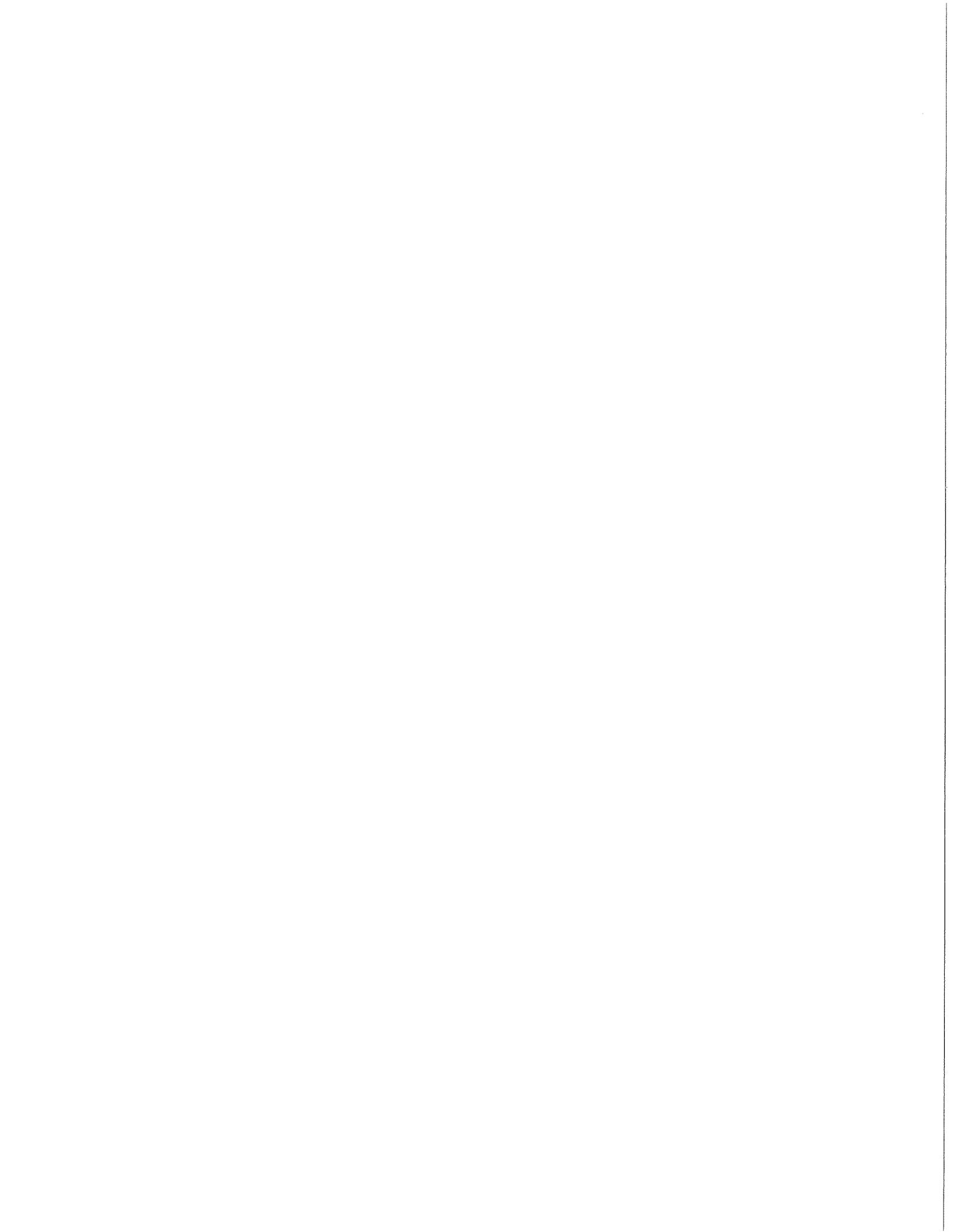
AGENDA

CITY COUNCIL MEETING, Monday, September 22, 2014, 7:00 PM, CITY HALL

Purpose: The City Council meets on the 2nd and 4th Mondays of each month to conduct city business.

- 1. Call to Order/Pledge of Allegiance/Roll Call.**
- 2. Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
- 3. Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. Approval of September 8, 2014 Minutes.**
 - b. Ratification of the Bills in the Amount of \$ 39,992.53.**
 - c. Approval of Invoice for Electric Department Truck Repair for \$2,651.95.**
- 4. Public Hearings.**
- 5. Action Items:**
 - a. Appointment to Committees.**
 - b. Approval of Purchase of Electric Department Transformers.**
- 6. Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
- 7. Reports and Presentations.**
 - a. City Committees.**
 - b. City Administrator Zimmerman Report.**
- 8. Mayor and City Council Comments.**
- 9. Other matters.**
- 10. Executive Session per ORS 192.660 (2)(e) re: Real Property Transactions.**
- 11. Adjournment.**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.



Minutes
City Council
September 8, 2014

1. **Call to Order/Pledge of Allegiance/Roll Call.** Council Member Groves called the meeting to order at 7:12 PM. CM's Groves, Fitzpatrick (via phone), Randall, and Busdieker were present. Mayor Cramblett and CM Helfrich were excused. CM Walker was absent. Also present were City Administrator Gordon Zimmerman, City Recorder Kathy Woosley, Station Captain Jesse Metheny, Scott Corwin (Public Power Council) and Camera Operator Betty Rush.
2. **Additions or amendments to the Agenda.** CA Zimmerman asked if agenda item 5.b. could follow next as Station Captain Metheny has another meeting to go to.
Approve Resolution No. 1312 Establishing an EMS Volunteer Enhancement Program and Making Necessary Budget Adjustments to Support that Program. Station Captain Metheny said this resolution includes an allowance that encompasses the three main parts of the program Council has been discussing. He said the resolution allows for an intern position, volunteer stipend, and overtime allowance. SC Metheny said he thinks this program will promote and retain volunteers. CM Busdieker thanked SC Metheny for all the work he put into this program. SC Metheny said CA Zimmerman has put a lot of work into this. **Motion:** CM Busdieker moved, seconded by CM Randall, to approve Resolution No. 1312 establishing an EMS Volunteer Enhancement Program and making necessary budget adjustments to support that program. The motion passed unanimously with CM's Groves, Fitzpatrick, Randall, and Busdieker voting in favor. CM Fitzpatrick expressed his appreciation for the work that has been put into this.
3. **Adoption of Consent Agenda.**
 - a. **Approval of August 25, 2014 Minutes.**
 - b. **Approval of August 18, 2014 Town Hall Minutes.**
 - c. **Ratification of the Bills in the Amount of \$ 110,129.47.**
Motion: CM Busdieker moved, seconded by CM Randall, to approve the Consent Agenda. The motion was approved unanimously by CM's Groves, Fitzpatrick, Randall, and Busdieker.
4. **Public Hearings.** None.
5. **Action Items:**
 - a. **Appointment to Committees.** None.
 - b. **Approve Resolution No. 1312 Establishing an EMS Volunteer Enhancement Program and Making Necessary Budget Adjustments to Support that Program.** This took place earlier in the agenda.
 - c. **September is Trails Month in Cascade Locks Proclamation.** **Motion:** CM Randall moved, seconded by CM Busdieker, to approve the September is Trails Month in Cascade Locks Proclamation. The motion was passed unanimously by CM's Groves, Fitzpatrick, Randall, and Busdieker. CA Zimmerman read the proclamation.
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** None.
7. **Reports and Presentations.**
 - a. **City Committees.** None.
 - b. **Scott Corwin – Public Power Council.** Mr. Corwin gave a power point presentation explaining what the Public Power Council (PPC) does (Exhibit A). CM Randall asked about the PPC's position on transportation of coal. Mr. Corwin said PPC has no position on the

transportation of coal through the Gorge. There was continued discussion about electricity rates skyrocketing and the movement toward other energy sources. Mr. Corwin explained that energy efficiency is first with incorporation of renewable resources. He said regulations on carbon will prohibit any additional coal operations. There was discussion regarding the eco-auger systems and that little things add up.

c. **Annual Review of Council Rules.** CM Randall said he hasn't noticed any challenges or issues. CA Zimmerman explained that there would be a resolution presented at the next meeting.

d. **City Administrator Zimmerman Report.** CA Zimmerman gave his report (Exhibit B).

8. **Mayor and City Council Comments.** CM Busdieker thanked new public works employee John Stipan for taking the time to return a cat collar and tags found while working in the cemetery. She thanked Staff for always going above and beyond the call of duty. CM Randall said he appreciated SC Metheny and CA Zimmerman for their work on the Fire Department issues. CM Fitzpatrick thanked CM Groves for running the meeting and said she did a good job. CM Busdieker said this year has been reported to be the highest number of Chinook salmon. She said that is pretty exciting.

9. **Other matters.** None.

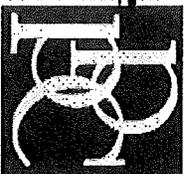
10. **Executive Session as may be required.** None.

11. **Adjournment. Motion:** CM Busdieker moved, seconded by CM Randall, to adjourn the meeting. The motion passed unanimously by CM's Groves, Fitzpatrick, Randall, and Busdieker. The meeting was adjourned at 7:59 PM.

Prepared by
Kathy Woosley, City Recorder

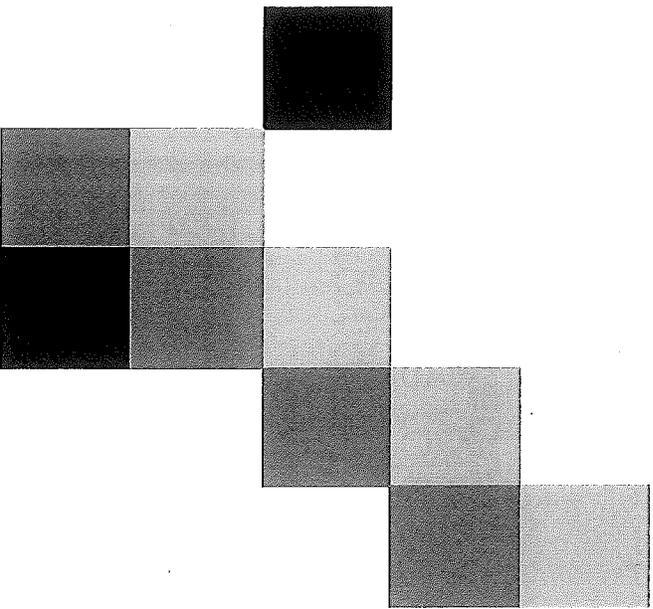
APPROVED:

Tom Cramblett, Mayor



Public Power Council

825 NE Multnomah, Suite 1225
Portland, OR 97232
503.595.9770
Fax 503.239.5959



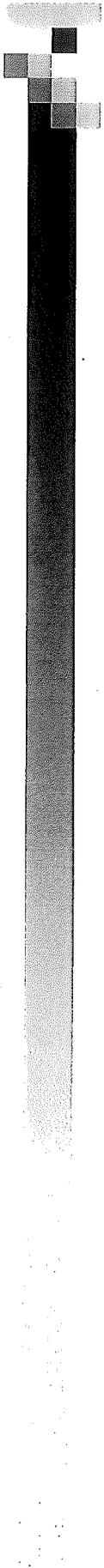
Briefing for City of Cascade Locks

Scott Corwin
Public Power Council

September 8, 2014

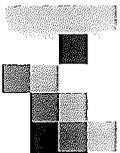
EXHIBIT	A	Ms. LAL 13
TO MINUTES OF	1	9/8/14
		MEETING

Scott Corwin



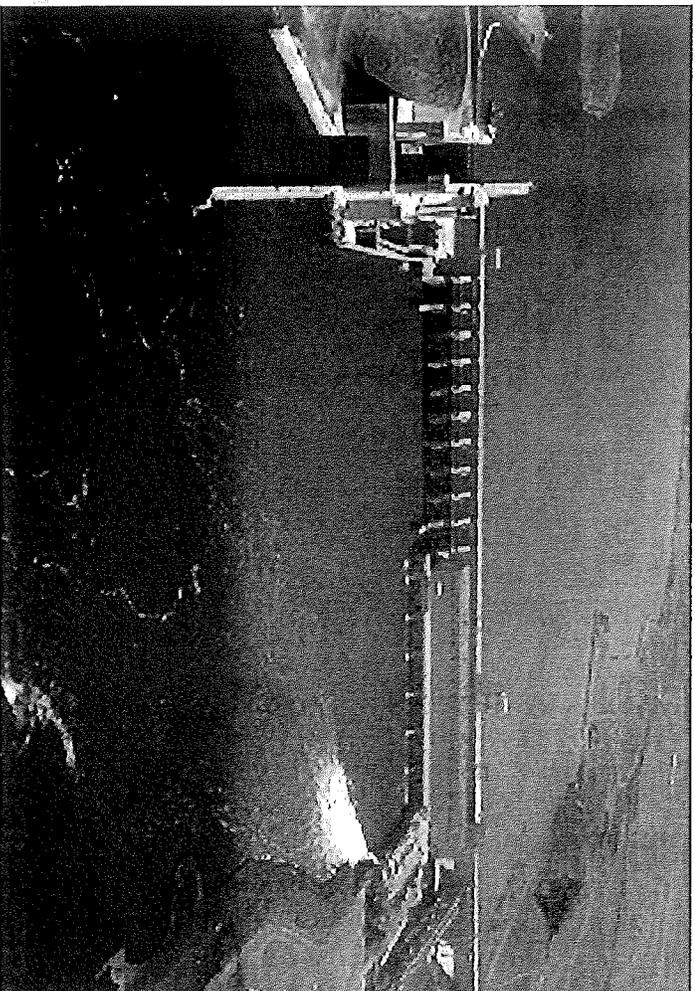
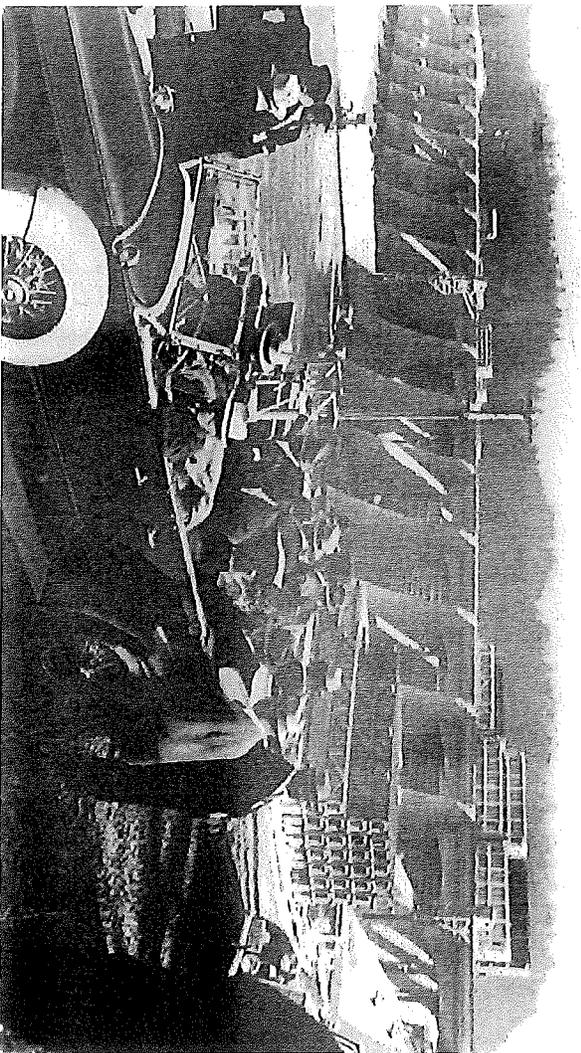
Public Power Council

- Created in 1966; Membership open to any of the consumer-owned utility customers of BPA.
- Provide technical/legal/government affairs expertise, and inform and advocate on issues impacting the federal power and transmission system.
- Provides a forum for creating consensus among customers. Unique role as the umbrella. Coordinate with other groups to avoid redundancy.
- Over 80 members. Oregon Municipal Utils represented on Executive Committee of 21 Members to oversee 8 staff.

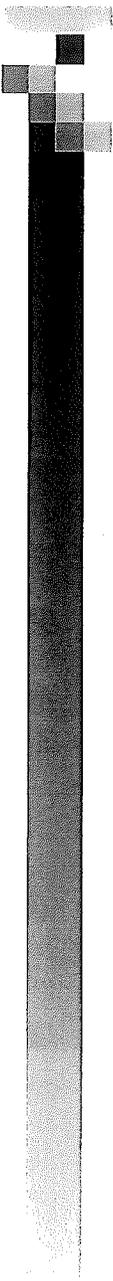


PPC Mission:

Preserve and protect the benefits of the federal Columbia River power system for consumer-owned utilities.

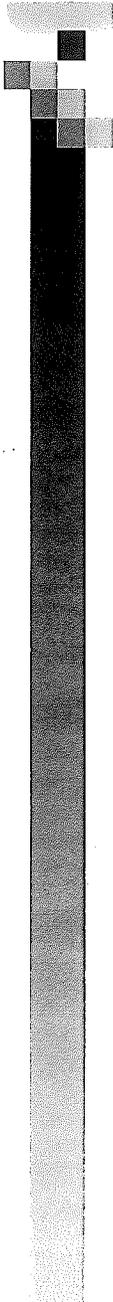


Inform and advocate at BPA and other legal/government venues against costs without reciprocal benefit and attacks on preference rights.



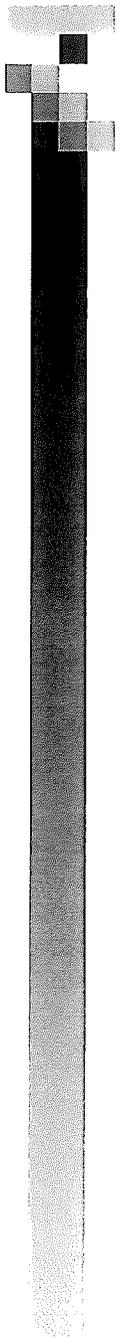
Benefits of PPC Membership

- **Reduced cost of power and transmission** from PPC involvement (PPC takes the lead on all BPA budget and rates processes)
- **Litigation support** (PPC leads at the Federal Energy Regulatory Commission (FERC), and in the 9th Circuit against unfair cost shifts to preference customers)
- **Political support** (PPC leads for preference customer advocacy in regional and federal forums impacting all aspects of the federal power program)
- **Information** on key power issues (**access** to PPC staff experts, access to BPA, newsletters, monthly Executive packets, networking)



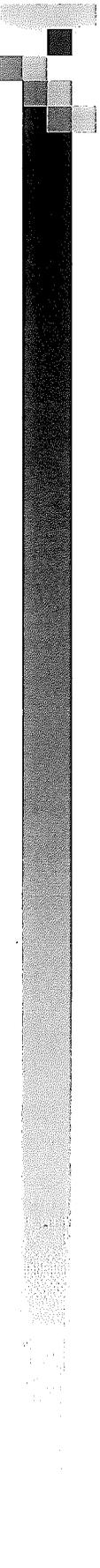
PPC Benefit to Tier 1 Customers – Some cost examples from FY 2014-15 rate case

- **Power Rate Case – pushed on net revenues for risk to help move the increase from 12-20% into single digits**
- **Last increment from 9.6% to 9.0% average (\$25M) was in direct response to PPC**
- **Transmission rates, PPC led advocacy to prevent an est. \$15M/yr cost shift**



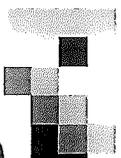
BPA Budgets and Rates

- Expense and Capital levels -- Initial look by BPA, before updating their assumptions, was in the range of another 10-11% increase for power and 10% increase for transmission. PPC lead in analysis and criticism.
- Power rate current estimate: 6.7% to 6.9% average increase for FY 2016-17
- Transmission rate estimate: 6.1% average increase.



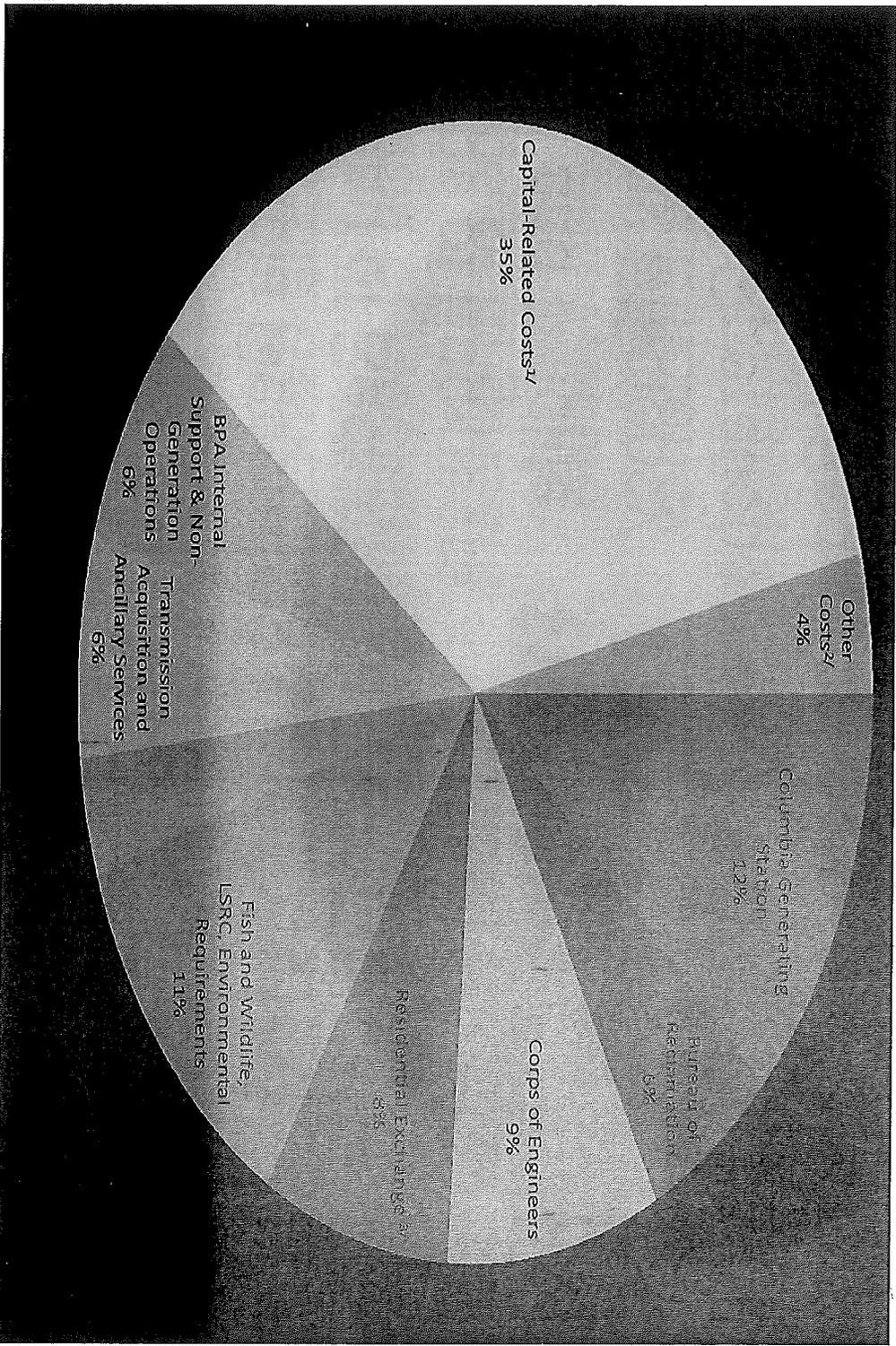
Main Rate Drivers -- Power

- Columbia Generating Station -\$19M -1.0%
- Bureau of Reclamation \$16M 0.8%
- Corps of Engineers \$19M 1.0%
- Fish and Wildlife \$16M 0.8%
- Energy Efficiency \$1M 0.1%
- Internal Operations \$6M 0.3%
- Undistributed Reduction -\$27M -1.4%
- Capital-Related Costs \$38M 2.0%
- Debt Mgmt Actions \$85M 4.2%
- Other Costs \$26M 1.3%

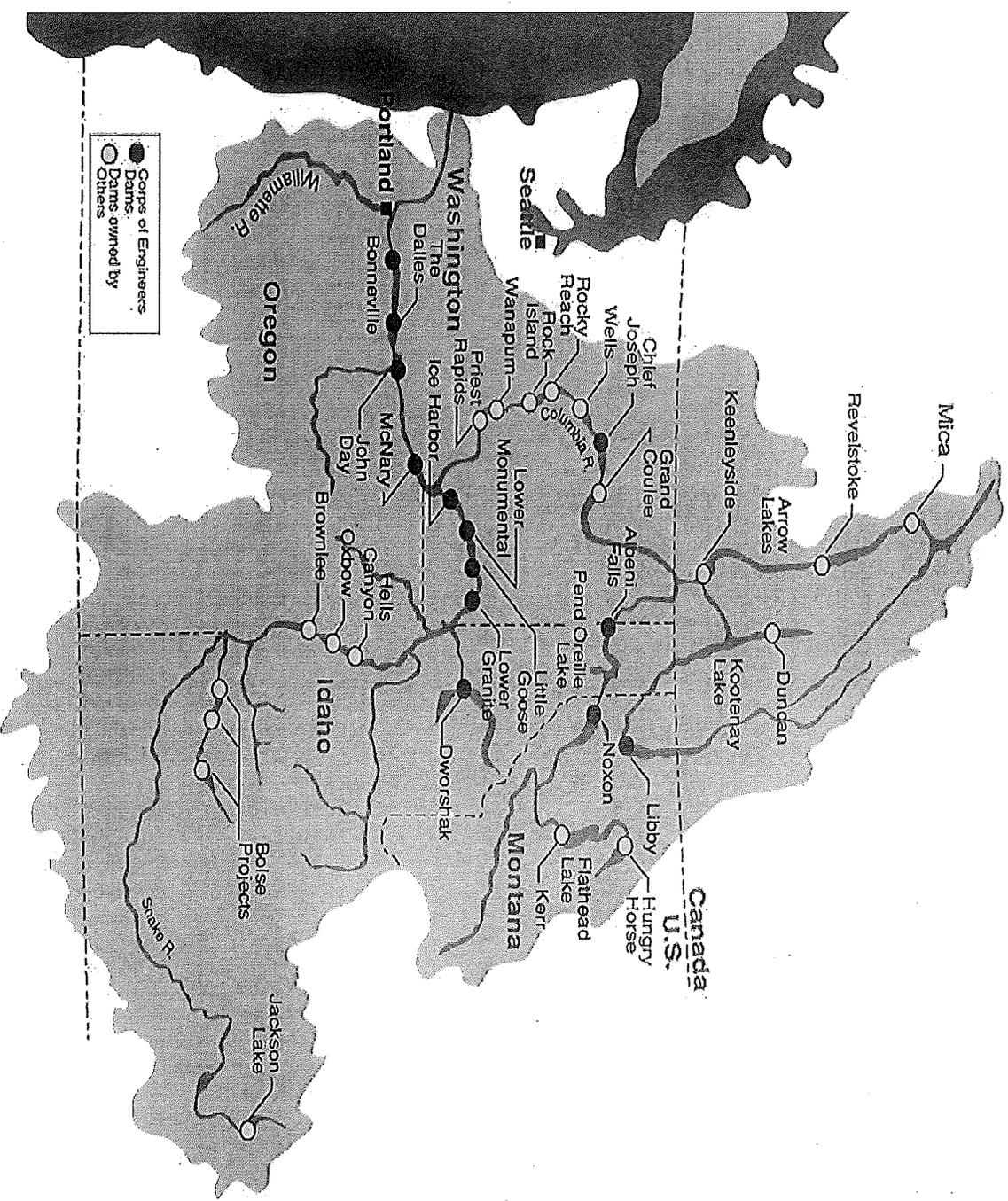


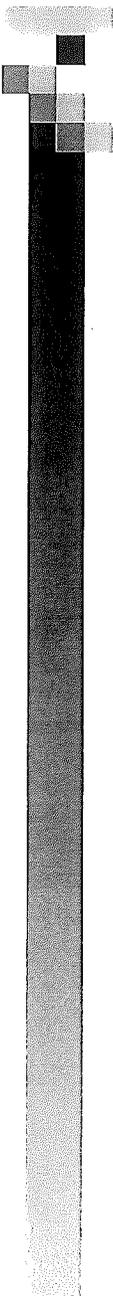
Cost-Based Power -- but at what cost?

- Increases lately in BPA expense budgets; some difficult for agency to avoid, others less so. PPC pushing back.



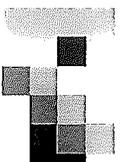
Cross Border Flows and the Col. River Treaty





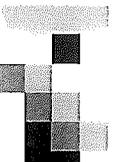
Hot Topics 2014, and Why

- Columbia River Treaty – PPC a lead strategist and advocate re: 450aMW of your Tier 1 power to B.C for a fraction in return.
- Fish BiOp – \$700M plus/yr in your power revenue requirement (25-30% of cost), PPC working to ensure sound science is at forefront of biological opinion implementation and in BPA program.
- Imbalance Markets/operational efficiency/reliability – technology related, but also driven by new variable resource integration and regulatory push.



Other Hot Topics 2014 (cont.)

- Columbia Generating Station – cost, operations, debt and attacks on it. Is 10% of Tier 1 power.
- Extra-Regional Concerns
 - DOE and BPA Hiring Practices – control, if the agency answers to DOE, it doesn't serve you.
 - Risk of Costs/Positions without benefit
 - FERC Authority – similar, if the agency answers to FERC, it may not serve you – increased transmission cost or market exposure.
- Examples: Transmission Planning and Cost Allocation, Energy Imbalance and Markets, Oversupply Policies/Rates



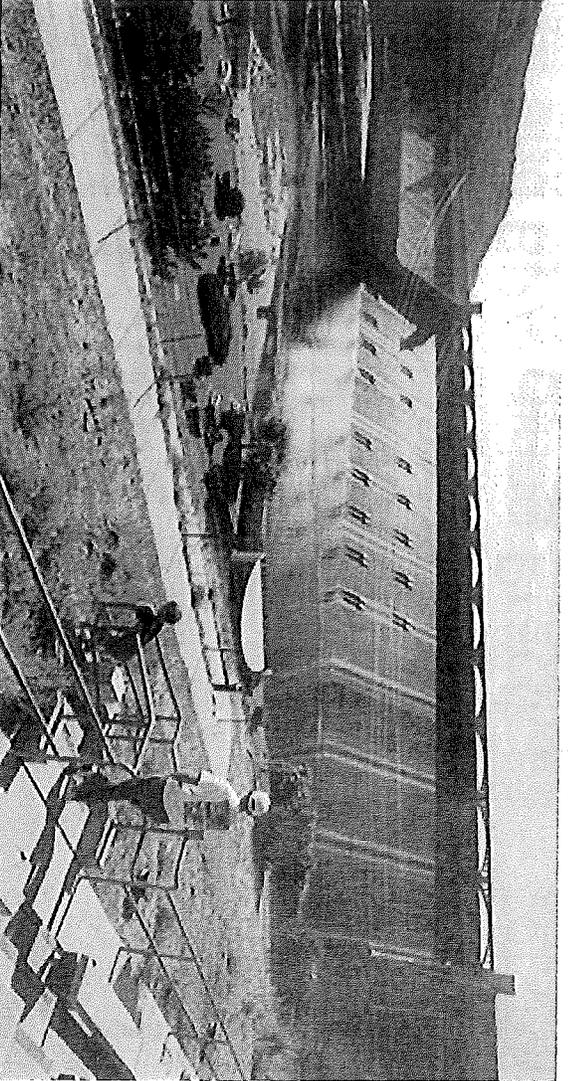
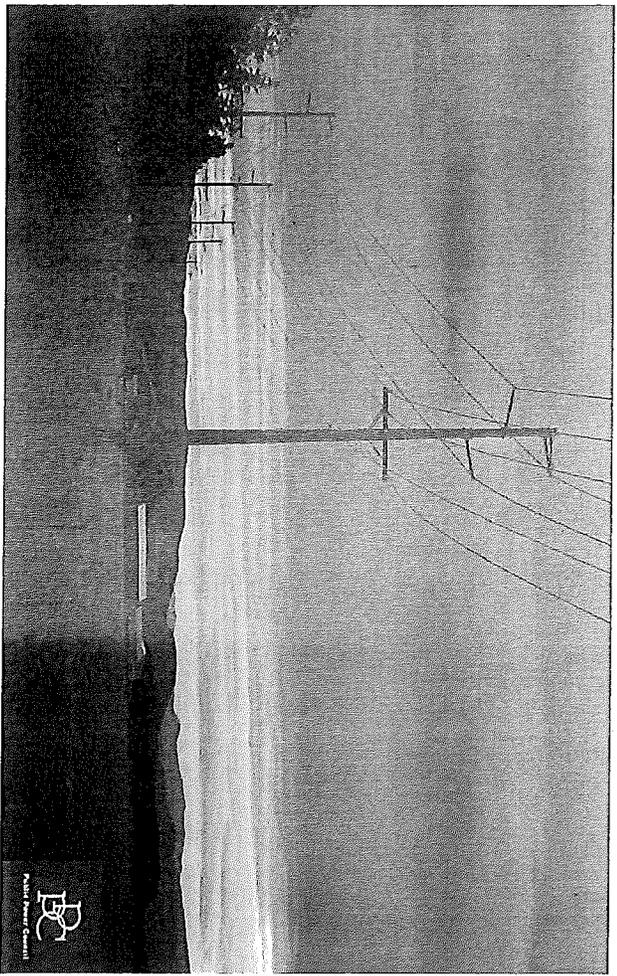
Questions?

Scott Corwin

Public Power Council

503-595-9775

scorwin@ppcpdx.org





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Cascade Locks, OR 97014

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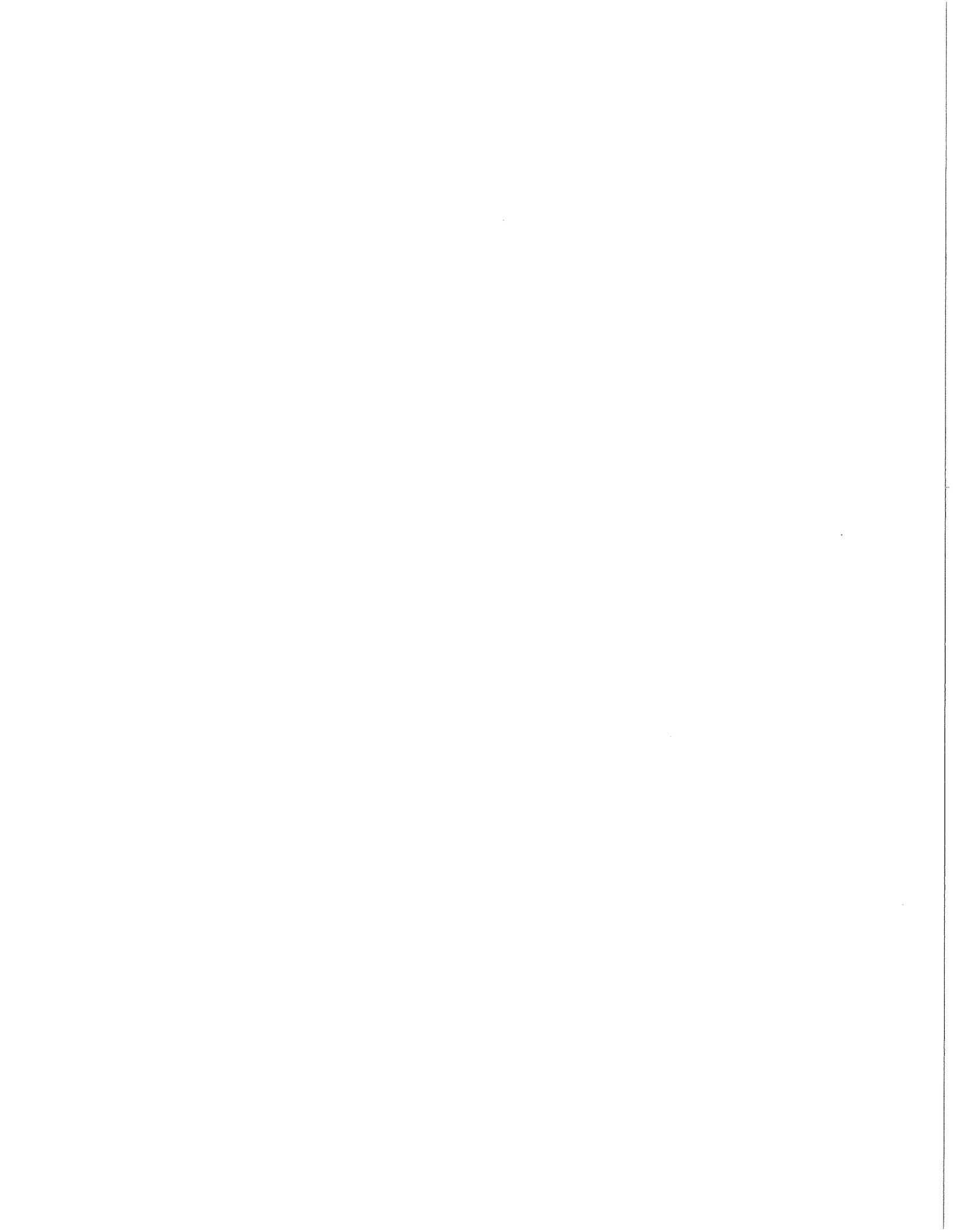
City Administrator Report to the City Council
Monday, August 25, 2014

1. **November Election Update:** The City Council has four open council positions and the Mayor's position. Tom Cramblett has filed for the Mayor's position. Three people have filed for the four available City Council positions: Deanna Busdieker, Jeff Helfrich, and Richard Randle.
2. **Scheduled Power Outage:** In order to continue installing the new power into the Industrial Park, it is necessary to schedule a power outage for about two hours. Keith Terry, Electric Department Working Line Foreman is suggesting that we schedule the out for the early morning of September 21 (Sunday) from 2:00 a.m. to 4:00 a.m. *Is this OK with the Council?*
3. **Future Bills:** We have scheduled a paving contractor to come in and repair some of our streets where we have done temporary cold patch repairs. This work is scheduled for tomorrow. The paving is projected to cost about \$5,000 which we have budgeted.
We are also ordering some replacement and back up 2000 kVa pad mount transformers that will cost between \$6,000 to \$7,000 a piece. One is for Bear Mountain back up and the other is to replace a deteriorating transformer at Snyder's.
4. **City Hall Day:** The League of Oregon Cities is putting on a City Hall day around the state this month. The closest to our area is in Happy Valley City Hall at 2:00 p.m. on Thursday.
5. **Columbia River Gorge Commission:** The Columbia River Gorge Commission is meeting in Cascade Locks tomorrow at the Port Pavilion. You are all invited to attend. It begins at 9:00 a.m.
6. **OMEU Board Meeting:** The OMEU Board is meeting tomorrow afternoon via conference call beginning at 3:00 p.m.
7. **Tri-County Hazardous Waste:** The Tri-County Hazardous Waste Board is meeting in the Dalles on Wednesday morning from 8:30 to 11:30.
8. **Solid Waste Advisory Committee:** Hood River County is reviewing the solid waste recovery goal. This committee is meeting Wednesday afternoon at 2:00 p.m. to discuss the options.
9. **Planning Commission:** The Planning Commission is meeting this Thursday evening beginning at 7:00 p.m.

Thank you for all your effort on behalf of the City.

Gordon Zimmerman
Cascade Locks City Administrator

EXHIBIT	<i>B. J. [Signature]</i>
TO MINUTES OF	<i>8/25/14</i>
<i>City Council</i>	MEETING



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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

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DATE:

DESCRIPTION:

AMOUNT:

9/15/2014

A/P

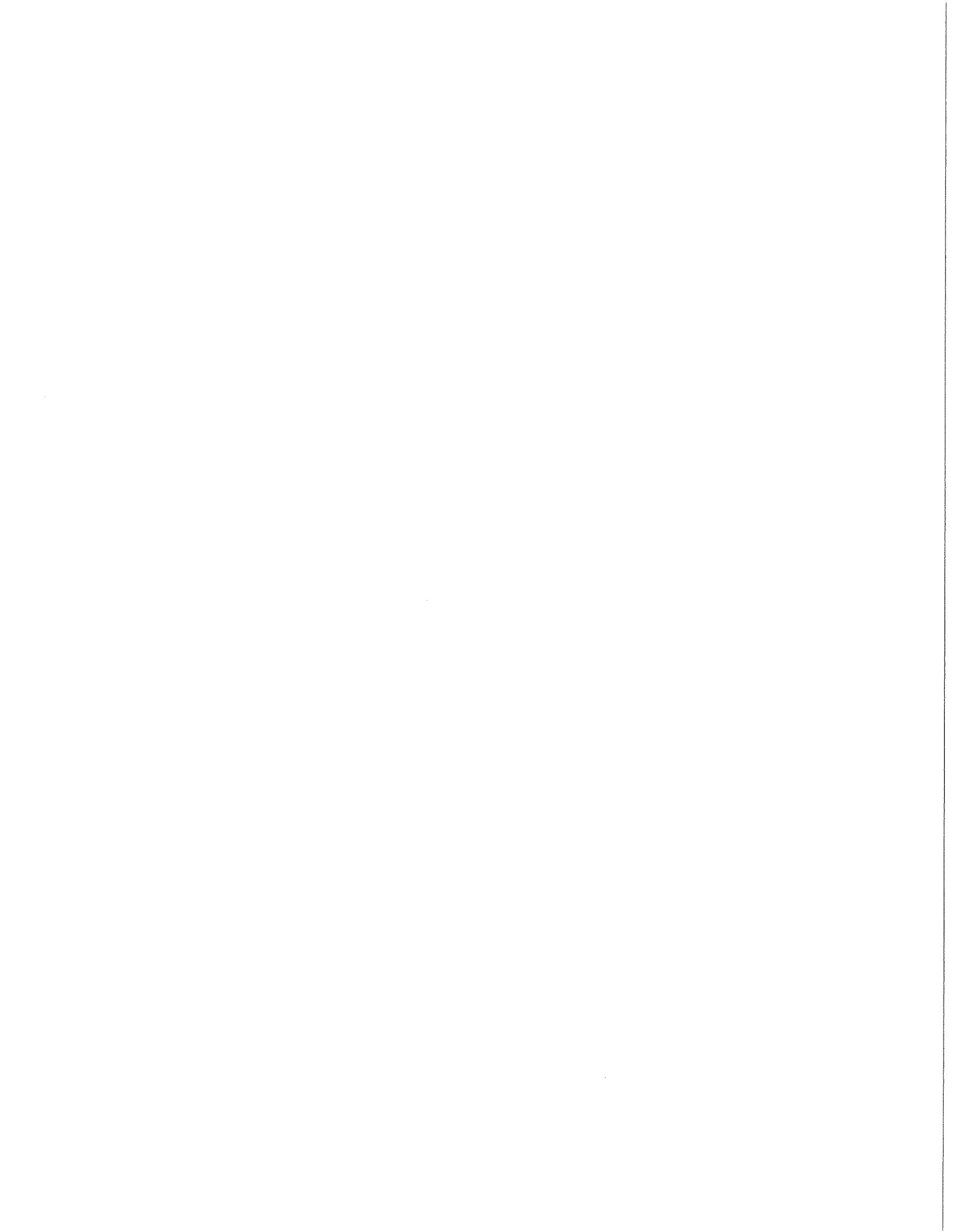
\$ 39,992.53

GRAND TOTAL \$ 39,992.53

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APPROVAL:

Mayor



Report Criteria:

Report type: GL detail

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
4892	09/14	09/15/2014	70	10243366	ALTEC INDUSTRIES, INC.	strobe beacon	5140562201	153.58- V
Total 4892:								
5089	09/14	09/15/2014	70	5141049	ALTEC INDUSTRIES, INC.	Hydraulic Oil	5140562201	23.92
5089	09/14	09/15/2014	70	5141049	ALTEC INDUSTRIES, INC.	Hydraulic Oil	5140562201	23.92- V
Total 5089:								
5090	09/14	09/15/2014	330	1061528	BENNETT PAPER & SUPPLY CO	Garbage Bags, Cleaner	0140462540	283.70
Total 5090:								
5091	09/14	09/15/2014	370	38776	BIO-MED TESTING SERVICE	Pre-Employment Drug Screening	0140462063	80.00
Total 5091:								
5092	09/14	09/15/2014	6839	81445422	Bound Tree Medical, LLC	IV Solution	0540562351	28.50
5092	09/14	09/15/2014	6839	81525068	Bound Tree Medical, LLC	Meds/supplies	0540562351	810.00
5092	09/14	09/15/2014	6839	81527774	Bound Tree Medical, LLC	Meds	0540562351	58.92
5092	09/14	09/15/2014	6839	81527775	Bound Tree Medical, LLC	Meds	0540562351	29.46
5092	09/14	09/15/2014	6839	81531637	Bound Tree Medical, LLC	Meds/supplies	0540562351	33.58
Total 5092:								
5093	09/14	09/15/2014	4910	200103005 9	Brenda Lucas	Refund Deposit	5121130	161.80
Total 5093:								
5094	09/14	09/15/2014	490	433115A	BRYANT PIPE AND SUPPLY	flex coupler	2140562560	36.86
Total 5094:								
5095	09/14	09/15/2014	6900	V1140494	BSK Associates	water testing	2140562150	45.00
Total 5095:								

Check Issue Dates: 9/15/2014 - 9/15/2014

Sep 15, 2014 12:52PM

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
5096	09/14	09/15/2014	670	100001500 9	CASCADE LOCKS LIGHT CO.	new fire station	0540562439	607.29
5096	09/14	09/15/2014	670	100035000 9	CASCADE LOCKS LIGHT CO.	res. no 2	2140562070	21.37
5096	09/14	09/15/2014	670	100030200 9	CASCADE LOCKS LIGHT CO.	pump lift station	3140562070	21.30
5096	09/14	09/15/2014	670	100038200 9	CASCADE LOCKS LIGHT CO.	well house	2140562070	1,929.49
5096	09/14	09/15/2014	670	100379100 9	CASCADE LOCKS LIGHT CO.	treatment plant	3140562070	1,807.15
5096	09/14	09/15/2014	670	103714500 9	CASCADE LOCKS LIGHT CO.	wasco creek lift station	3140562070	21.30
5096	09/14	09/15/2014	670	200120000 9	CASCADE LOCKS LIGHT CO.	cemetery water	1740562551	21.30
5096	09/14	09/15/2014	670	300155100 9	CASCADE LOCKS LIGHT CO.	main lift station	3140562070	295.86
5096	09/14	09/15/2014	670	300155900 9	CASCADE LOCKS LIGHT CO.	museum	0140762690	111.53
5096	09/14	09/15/2014	670	300159202 9	CASCADE LOCKS LIGHT CO.	old fire station	0540562439	24.37
5096	09/14	09/15/2014	670	300171800 9	CASCADE LOCKS LIGHT CO.	mail lighting	2140562070	21.66
5096	09/14	09/15/2014	670	300183900 9	CASCADE LOCKS LIGHT CO.	moody lift station	2140562070	42.36
5096	09/14	09/15/2014	670	300135000 9	CASCADE LOCKS LIGHT CO.	city hall	0140162552	615.96
5096	09/14	09/15/2014	670	600136900 9	CASCADE LOCKS LIGHT CO.	87 Ruckle	3140562070	28.88
5096	09/14	09/15/2014	670	600137000 9	CASCADE LOCKS LIGHT CO.	chlorinator	2140562070	21.30
5096	09/14	09/15/2014	670	SSS 9/14	CASCADE LOCKS LIGHT CO.	senior sewer subsidy	0140862025	249.70
Total 5096:								5,840.82
5097	09/14	09/15/2014	740	59939	CASELLE, INC.	Contract Support	0140162082	1,185.00
Total 5097:								1,185.00
5098	09/14	09/15/2014	810	346589	CESSCO, INC	Asphalt Blades	2140562560	78.07
5098	09/14	09/15/2014	810	346589	CESSCO, INC	Asphalt Blades	3140562560	78.08
Total 5098:								156.15
5099	09/14	09/15/2014	820	59717	CH2M HILL ENGINEERS INC.	Engineering Services	3140562700	7,574.99
Total 5099:								7,574.99
5100	09/14	09/15/2014	940	JULY 2014	CITY OF SPRINGFIELD	Ambulance Billing Service	0540562111	456.00
Total 5100:								456.00
5101	09/14	09/15/2014	4910	600143500 9	Colleen Pool	Refund Deposit	5121130	270.66
Total 5101:								270.66

Check Issue Dates: 9/15/2014 - 9/15/2014

Sep 15, 2014 12:52PM

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
5102	09/14	09/15/2014	1120	A69467	COLUMBIA HARDWARE, LLC	socket adapters	5140563690	10.47
5102	09/14	09/15/2014	1120	A66570	COLUMBIA HARDWARE, LLC	Misc supplies	0140462520	173.50
5102	09/14	09/15/2014	1120	B81048	COLUMBIA HARDWARE, LLC	roller brush frame	0140462520	2.49
Total 5102: 186.46								
5103	09/14	09/15/2014	1420	1817	DENNIS V. SNYDER JR. CONTRACTO	break rock for power poles	5141562009	600.00
Total 5103: 600.00								
5104	09/14	09/15/2014	1620	508	EFFICIENCY SERVICES GROUP, LLC	BPA Program Service August 2014	5140562139	750.00
Total 5104: 750.00								
5105	09/14	09/15/2014	6904	82614	Fenwick, Ryan	Reimbursement for EMS License	0540562860	63.00
Total 5105: 63.00								
5106	09/14	09/15/2014	6878	322-1303	Gannett Co., Inc	programming	4140562740	144.80
Total 5106: 144.80								
5107	09/14	09/15/2014	2020	1225730	GENERAL PACIFIC INC.	Bear Mt Project Supplies	5141562009	5,448.68
Total 5107: 5,448.68								
5108	09/14	09/15/2014	2320	C745912	HD Supply Waterworks, LTD.	Fittings	2140562560	76.37
5108	09/14	09/15/2014	2320	C814693	HD Supply Waterworks, LTD.	Fittings	2140562560	172.26
Total 5108: 248.63								
5109	09/14	09/15/2014	6905	20041	Honald Crane Service	Move 911 Tower	5640563941	560.00
Total 5109: 560.00								
5110	09/14	09/15/2014	2420	9214	HOOD RIVER CO. - FINANCE	Dog License	0121011	43.00
5110	09/14	09/15/2014	2420	9214	HOOD RIVER CO. - FINANCE	Dog License	0130143280	1.50-
Total 5110: 41.50								

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
5111	09/14	09/15/2014	4910	100724907 9	Jason Sergeant	Refund Deposit	5121130	117.57
Total 5111:								
5112	09/14	09/15/2014	2870	9514	KARI GOBEN	refund cemetery plot G11	1740562870	45.00
Total 5112:								
5113	09/14	09/15/2014	6834	LANGE 9/14	Lary Lange	Energy Efficiency Rebate	5140562140	45.00
Total 5113:								
5114	09/14	09/15/2014	6874	AUGUST 20	LIN Television Corporation	programming	4140562740	70.00
Total 5114:								
5115	09/14	09/15/2014	4910	100424104 9	Logan Barnes	Refund Deposit	5121130	244.35
Total 5115:								
5116	09/14	09/15/2014	3160	82514	MARIANNE BUMP/PETTY CASH	office supplies	0140162010	39.16
5116	09/14	09/15/2014	3160	82514	MARIANNE BUMP/PETTY CASH	office supplies	0140462540	14.99
5116	09/14	09/15/2014	3160	82514	MARIANNE BUMP/PETTY CASH	Reimburse Petty Cash	0540562020	4.50
Total 5116:								
5117	09/14	09/15/2014	3380	KPDX AUGU	Meredith Corporation	Retransmission	4140562740	54.30
5117	09/14	09/15/2014	3380	KPTV AUGU	Meredith Corporation	Retransmission	4140562740	153.85
Total 5117:								
5118	09/14	09/15/2014	3490	96-01-01 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562711	208.15
5118	09/14	09/15/2014	3490	96-01-01 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-01	4640562712	1,281.62
5118	09/14	09/15/2014	3490	96-01-02 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562711	237.06
5118	09/14	09/15/2014	3490	96-01-02 9/1	MID-COLUMBIA ECONOMIC	Loan 96-01-02	4640562712	1,036.50
Total 5118:								
5119	09/14	09/15/2014	3590	9814	MR. B'S SMALL ENGINE REPAIR	saw chains and oil	0140462520	72.50
5119	09/14	09/15/2014	3590	9814	MR. B'S SMALL ENGINE REPAIR	saw chains and oil	2140562560	72.50

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5119:								
5120	09/14	09/15/2014	4020	ME115099	ODOT-FUEL SALES	Fuel	0340562530	145.00
5120	09/14	09/15/2014	4020	ME115099	ODOT-FUEL SALES	Fuel	0540562420	230.89
5120	09/14	09/15/2014	4020	ME115099	ODOT-FUEL SALES	Fuel	2140562530	754.69
5120	09/14	09/15/2014	4020	ME115099	ODOT-FUEL SALES	Fuel	3140562530	140.25
5120	09/14	09/15/2014	4020	ME115099	ODOT-FUEL SALES	Fuel	5140562200	124.09
Total 5120:								
5121	09/14	09/15/2014	4070	4080328	ONE CALL CONCEPTS, INC.	Regular Tickets	5140562110	1,950.33
Total 5121:								
5122	09/14	09/15/2014	4530	131174	PAPE MACHINERY	Hydraulic Cylinder	2140562560	8.40
5122	09/14	09/15/2014	4530	131174	PAPE MACHINERY	Hydraulic Cylinder	5140562201	68.19
5122	09/14	09/15/2014	4530	9116513	PAPE MACHINERY	Hydraulic Cylinder	0340562441	68.19
5122	09/14	09/15/2014	4530	9116513	PAPE MACHINERY	Hydraulic Cylinder	2140562441	137.76
5122	09/14	09/15/2014	4530	9116513	PAPE MACHINERY	Hydraulic Cylinder	3140562441	137.76
5122	09/14	09/15/2014	4530	9116513	PAPE MACHINERY	Hydraulic Cylinder	5140562201	137.75
5122	09/14	09/15/2014	4530	9131183	PAPE MACHINERY	Piston	3140562560	413.28
Total 5122:								
5123	09/14	09/15/2014	6769	8-14-083	PARC Resources, LLC	City Planning	0140262075	221.85
5123	09/14	09/15/2014	6769	8-14-083	PARC Resources, LLC	general planning questions/meeting	0140262090	1,184.78
Total 5123:								
5124	09/14	09/15/2014	4670	8433048	PORT OF CASCADE LOCKS	Bridge Tickets - PW	2140562020	539.85
5124	09/14	09/15/2014	4670	8433048	PORT OF CASCADE LOCKS	Bridge Tickets - PW	3140562020	198.00
5124	09/14	09/15/2014	4670	8472398	PORT OF CASCADE LOCKS	Bridge Tickets - PW	2140562020	737.85
5124	09/14	09/15/2014	4670	8472398	PORT OF CASCADE LOCKS	Bridge Tickets - PW	3140562020	15.00
Total 5124:								
5125	09/14	09/15/2014	6906	448744	Portland Jack Shop	Repair on John Deere Backhoe	2140562560	15.00
Total 5125:								
								341.26

Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5125:								
5126	09/14	09/15/2014	6780	5032230328	Ricoh Americas Corporation	Copies	0140162110	341.26
Total 5126:								
5127	09/14	09/15/2014	6886	AUGUST 20	Sinclair Television Group, Inc.	retransmission	4140562740	118.56
Total 5127:								
5128	09/14	09/15/2014	5460	AUGUST 20	Sosnkowski & Cleaveland P.C.	Attorney Fees	0140162100	118.56
Total 5128:								
5129	09/14	09/15/2014	5510	8031132633	STAPLES CONTRACT & COMMERCIA	Paper and file folders	0140162010	135.75
5129	09/14	09/15/2014	5510	8031132633	STAPLES CONTRACT & COMMERCIA	toner	0540562010	1,200.00
Total 5129:								
5130	09/14	09/15/2014	6070	371526	TWGW, INC NAPA AUTO PARTS	Blue Def 2.5 Gallon	0340562441	69.02
5130	09/14	09/15/2014	6070	376296	TWGW, INC NAPA AUTO PARTS	spray grease, screw extractor kit	2140562441	101.98
5130	09/14	09/15/2014	6070	894577	TWGW, INC NAPA AUTO PARTS	water pump, fan clutch, hose for Dodge U	2140562441	62.70
5130	09/14	09/15/2014	6070	894577	TWGW, INC NAPA AUTO PARTS	water pump, fan clutch, hose for Dodge U	3140562441	62.71
5130	09/14	09/15/2014	6070	895756	TWGW, INC NAPA AUTO PARTS	universal u-joint (return)	0540562441	35.97-
5130	09/14	09/15/2014	6070	895923	TWGW, INC NAPA AUTO PARTS	battery	0140462520	38.99
5130	09/14	09/15/2014	6070	896040	TWGW, INC NAPA AUTO PARTS	Thread/lock	5140562201	44.66
Total 5130:								
5131	09/14	09/15/2014	6420	82914	WEBB, MEGAN	Reimburse Mileage	0140162020	212.65
Total 5131:								
5132	09/14	09/15/2014	6897	E1241281	Witmer Public Safety Group, Inc.	webbing	0540562350	11.20
Total 5132:								
5133	09/14	09/15/2014	6690	9514	WOOSLEY, KATHY	Reimburse Mileage	0140162020	83.68
Total 5133:								
11.20								

City of Cascade Locks
 Check Register - By Check No.
 Check Issue Dates: 9/15/2014 - 9/15/2014

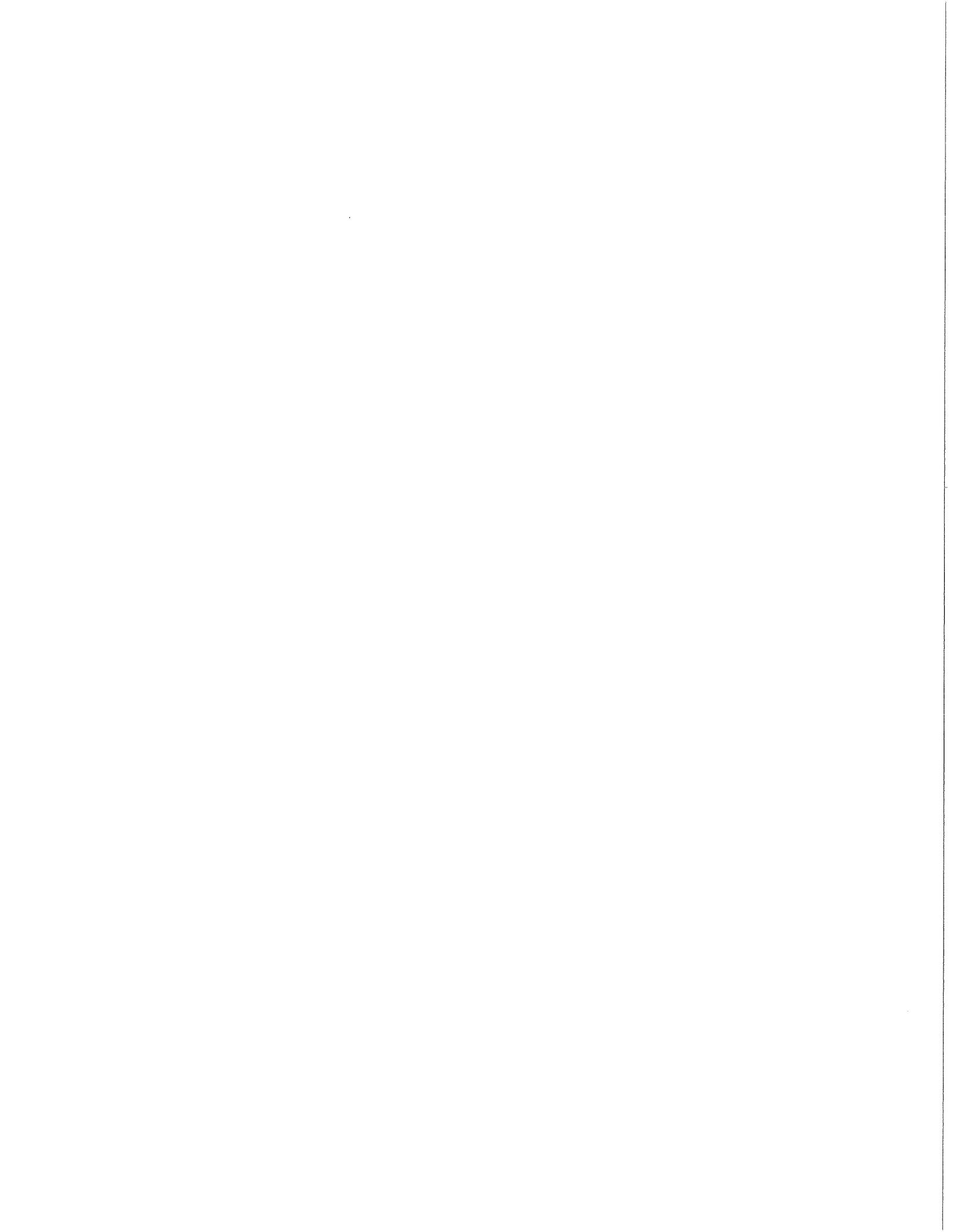
Check Number	GL Period	Check Issue Date	Vendor Number	Invoice No.	Payee	Description	GL Account	Amount
Total 5133:								
5134	09/14	09/15/2014	6740	0161518785	ZEE MEDICAL INC	First Aid Cabinet	5140562870	11.20
5134	09/14	09/15/2014	6740	0161518785	ZEE MEDICAL INC	First Aid Cabinet	5140562870	65.80
5134	09/14	09/15/2014	6740	0161518786	ZEE MEDICAL INC	First Aid Cabinet	0140162010	65.80
Total 5134:								
5135	09/14	09/15/2014	70	10243366	ALTEC INDUSTRIES, INC.	strobe beacon	5140562201	153.58
5135	09/14	09/15/2014	70	5141049	ALTEC INDUSTRIES, INC.	Hydraulic Oil	5140562201	23.92
Total 5135:								
9151401	09/14	09/15/2014	3650	14080219	NATIONAL CABLE TELEVISION COOP.	Programming	4140562740	177.50
Total 9151401:								
Grand Totals:								4,575.90 M
								4,575.90
								39,992.53

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-21010	1.50	5,124.15-	5,122.65-
01-21011	43.00	.00	43.00
01-301-43280	.00	1.50-	1.50-
01-401-62010	173.98	.00	173.98
01-401-62020	22.40	.00	22.40
01-401-62082	1,185.00	.00	1,185.00
01-401-62100	1,200.00	.00	1,200.00
01-401-62110	118.56	.00	118.56
01-401-62552	615.96	.00	615.96
01-402-62075	539.85	.00	539.85
01-402-62090	198.00	.00	198.00
01-404-62063	80.00	.00	80.00
01-404-62520	287.48	.00	287.48
01-404-62540	298.69	.00	298.69
01-407-62630	111.53	.00	111.53
01-408-62025	249.70	.00	249.70
03-21010	.00	388.63-	388.63-
03-405-62441	157.74	.00	157.74
03-405-62530	230.89	.00	230.89
05-21010	35.97	3,055.97-	3,020.00-
05-405-62010	101.98	.00	101.98
05-405-62020	4.50	.00	4.50
05-405-62111	456.00	.00	456.00
05-405-62350	83.68	.00	83.68
05-405-62351	960.46	.00	960.46
05-405-62420	754.69	.00	754.69
05-405-62439	631.66	.00	631.66
05-405-62441	.00	35.97-	35.97-
05-405-62860	63.00	.00	63.00
17-21010	.00	66.30-	66.30-
17-405-62551	21.30	.00	21.30
17-405-62870	45.00	.00	45.00
21-21010	.00	3,306.98-	3,306.98-
21-405-62020	20.00	.00	20.00
21-405-62070	2,036.18	.00	2,036.18
21-405-62150	45.00	.00	45.00
21-405-62441	220.04	.00	220.04
21-405-62530	140.25	.00	140.25

GL Account	Debit	Credit	Proof
21-405-62560	845.51	.00	845.51
31-21010	.00	10,393.96-	10,393.96-
31-405-62020	20.00	.00	20.00
31-405-62070	2,174.49	.00	2,174.49
31-405-62441	200.46	.00	200.46
31-405-62530	124.09	.00	124.09
31-405-62560	299.93	.00	299.93
31-405-62700	7,574.99	.00	7,574.99
41-21010	.00	5,308.95-	5,308.95-
41-405-62740	5,308.95	.00	5,308.95
46-21010	.00	2,784.24-	2,784.24-
46-405-62711	2,318.12	.00	2,318.12
46-405-62712	466.12	.00	466.12
51-21010	177.50	9,218.32-	9,040.82-
51-21130	771.21	.00	771.21
51-405-62110	8.40	.00	8.40
51-405-62139	750.00	.00	750.00
51-405-62140	70.00	.00	70.00
51-405-62200	700.41	.00	700.41
51-405-62201	727.55	177.50-	550.05
51-405-62870	65.80	.00	65.80
51-405-63690	10.47	.00	10.47
51-406-62870	65.80	.00	65.80
51-415-62009	6,048.68	.00	6,048.68
56-21010	.00	560.00-	560.00-
56-405-63941	560.00	.00	560.00
Grand Totals:	40,422.47	40,422.47-	.00

Report Criteria:
Report type: GL detail



AGENDA ITEM NO: _____

CASCADE LOCKS STAFF REPORT

Date Prepared: September 15, 2014

For City Council Meeting on: September 22, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approval of Invoice for Electric Department Truck Repair for \$2,651.95

SYNOPSIS: The 2007 Chevy Silverado pickup truck used by Keith Terry has 67,000 miles on it and needed some service done on it. While the City has been doing routine maintenance like oil changes, other regular maintenance has not been done on this truck. Mr. Terry took the truck to the Tonkin dealership for the following diagnostics and repairs:

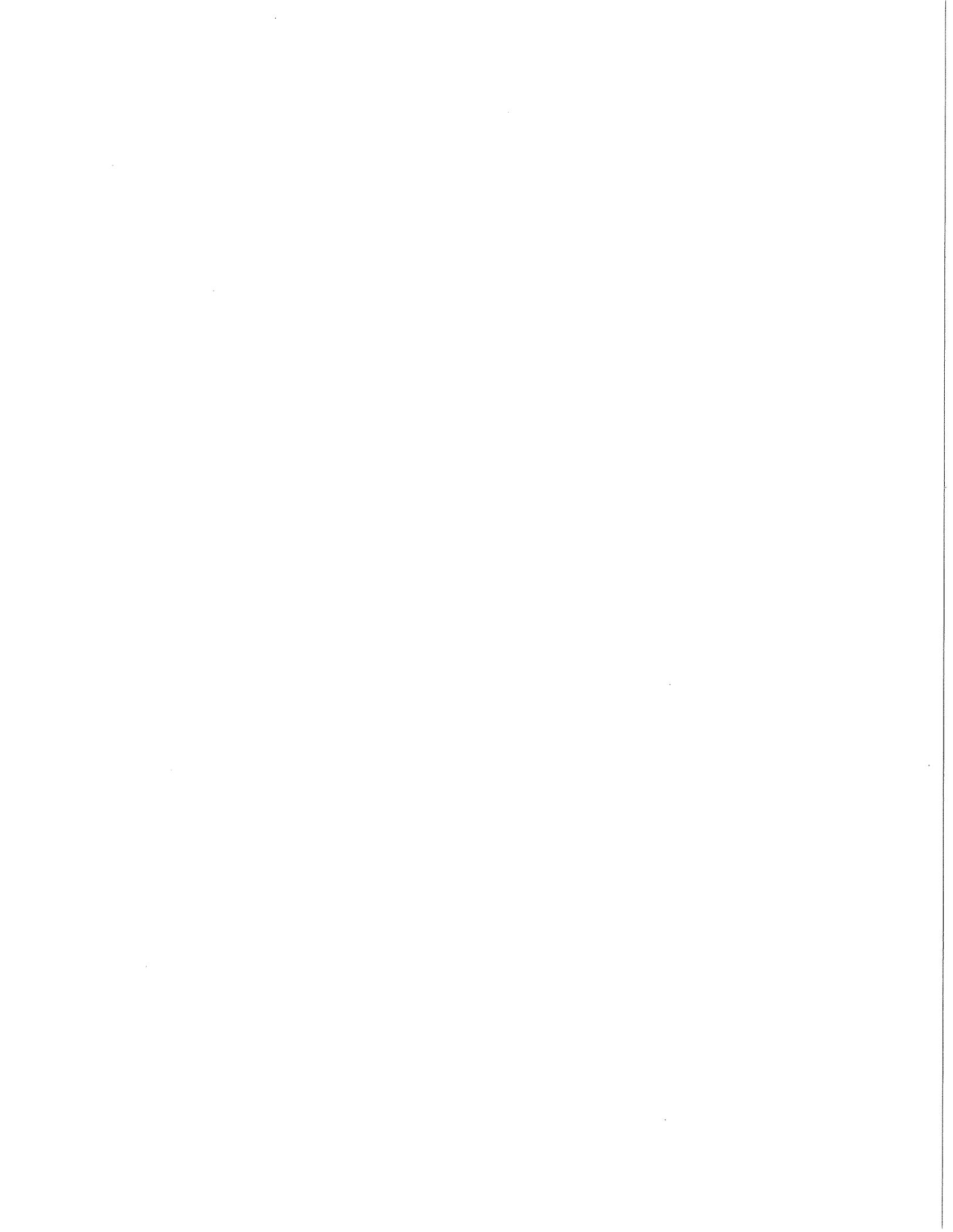
- A. Repair fluid leak from the rear pinion area (\$536.35)
- B. Replace transmission fluid (\$179.90)
- C. The dealership then did a "complimentary" inspection. (\$0.00)
- D. Lube, oil, and filter changed (\$48.88)
- E. During inspection, it was discovered that the idler arm needed to be replaced. (\$312.30)
- F. During inspection, it was discovered that the pitman arm needed to be replaced. (\$357.43)
- G. 2 wheel alignment was needed. (\$79.95)
- H. During inspection, it was discovered that the right front axle seal was leaking. (\$476.48)
- I. During inspection, it was discovered that the transmission pan gasket was leaking. (\$280.86) Power steering systems was flushed. (\$124.95)
- J. Brake fluid was replaced. (\$129.95)
- K. Fuel injectors were cleaned. (\$124.90)

The problems found during the requested work that required attention drove the total billed amount over the limit allowed. The work has been performed and the repairs have been made.

The total bill was \$2,651.95. Since this is over the City Administrator approval limit, we are asking the Council to approve this invoice.

CITY COUNCIL OPTIONS: Approve or reject the invoice.

RECOMMENDED MOTION: "I move to approve the Tonkin invoice for the Electric Department truck repair in the amount of \$2,651.95."



CUSTOMER #: 1024774

348499



INVOICE

FOR THE LOVE of CARS

RON TONKIN CHEVROLET

CITY OF CASCADE LOCKS
140 WANAPA
CASCADE LOCKS, OR 97014
HOME: 503-374-8484 CONT: 541-806-4085
BUS: CELL:

PAGE 1

122 N.E. 122nd Avenue Post Office Box 20368
Portland, Oregon 97230 Portland, Oregon 97220-0368
Telephone: (503) 255-4100

SERVICE ADVISOR: 10801 MIKE SPARKS

Table with columns: COLOR, YEAR, MAKE/MODEL, VIN, LICENSE, MILEAGE IN / OUT, TAG, DEL DATE, PROD. DATE, WARR. EXP., PROMISED, PO NO., RATE, PAYMENT, INV DATE. Includes vehicle details for a 2007 Chevrolet Silverado.

Table with columns: LINE, OPCODE, TECH, TYPE, HOURS, LIST, NET, TOTAL. Header row for work order items.

A CUSTOMER STATES THAT THERE IS FLUID LEAKING FROM THE REAR PINION AREAR-PINPOINT AND DIAGNOSOE
40 REPLACED REAR DIFF COVER GASKET AND PINION SEAL
11159 CGT 405.88 405.88
1 26064030 (S) SEAL 28.98 28.98 28.98
2 12471641 (S) GASKET 12.18 12.18 24.36
1 26067159 (S) GASKET 14.18 14.18 14.18
1 12346004 SEALANT 29.95 29.95 29.95

LUBE 75W-90 GEAR OIL
CGT 33.00 33.00
PARTS: 97.47 LABOR: 405.88 OTHER: 33.00 TOTAL LINE A: 536.35

67032 REAR DIFFERENTIAL LEAK 3.50 FOUND GEAR OIL CONTAMINATED WITH WATER CAUSING PINION SEAL TO FAIL. NEED TO PULL DIFF COVER FOR FURTHER INSPECTION AND REPLACE PINION SEAL IF NO OTHER CONCERNS FOUND. ALSO RECOMMEND SECURING DIFF BREATHER HOSE TO AXLE HOUSING AND PUTTING OTHER END IN MORE WATER PROOF LOCATION, ALSO ELIMINATE KNOT IN HOSE THAT COULD BE PLUGGING HOSE.

B COMPLETE TRANSMISSION FLUID EXCHANGE WITH MOC TRANSMISSION MACHINE (UP TO 14 QTS)
A5C COMPLETE TRANSMISSION FLUID EXCHANGE WITH MOC TRANSMISSION MACHINE (UP TO 14 QTS)

11159 CGT 97.22 97.22
LUBE 14QRTS DEX6 TRANS FLUID
CGT 80.00 80.00
LUBE SOLVENT
CGT 2.68 2.68
PARTS: 0.00 LABOR: 97.22 OTHER: 82.68 TOTAL LINE B: 179.90

67032 TRANS FLUSH 0.80 TRANSMISSION FLUSH

C COMPLIMENTARY MULTI-POINT VEHICLE INSPECTION, TECHNICIAN WILL RECORD RESULTS ELECTRONICALLY AND A COPY WILL BE PROVIDED TO CUSTOMER.
MPI COMPLIMENTARY MULTI-POINT VEHICLE INSPECTION,

Table with columns: DESCRIPTION, TOTALS. Includes rows for LABOR AMOUNT, PARTS AMOUNT, GAS, OIL, LUBE, SUBLET AMOUNT, MISC. CHARGES, TOTAL CHARGES, LESS INSURANCE/DISC., SALES TAX, and PLEASE PAY THIS AMOUNT.

CUSTOMER SIGNATURE (DATE)

CUSTOMER #: 1024774

348499



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PAGE 2

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Portland, Oregon 97230 Portland, Oregon 97220-0368
Telephone: (503) 255-4100

SERVICE ADVISOR: 10801 MIKE SPARKS

Table with columns: COLOR, YEAR, MAKE/MODEL, VIN, LICENSE, MILEAGE IN / OUT, TAG. Values: 07, CHEVROLET SILVERADO, 1GCHK29U07E151058, 67032/67039, T7669

Table with columns: DEL DATE, PROD DATE, WARR EXP, PROMISED, PO NO, RATE, PAYMENT, INV DATE. Values: 17OCT06 DD, 17OCT2009, 12:00, 10SEP14, 0.00, CASH, 12SEP14

Table with columns: R/O OPENED, READY, OPTIONS. Value: DLR:RTC ENG:6.0 Liter

Table with columns: LINE OPCODE, TECH TYPE, HOURS, LIST, NET, TOTAL. Values: 08:35, 10SEP14, 07:22, 12SEP14

TECHNICIAN WILL RECORD RESULTS ELECTRONICALLY AND A COPY WILL BE PROVIDED TO CUSTOMER.

11159 CGT 0.00 LABOR: 0.00 OTHER: 0.00 TOTAL LINE C: 0.00
67032 INSPECTION 0.00 INSPECTION. IDLER AND PITMAN ARM PLAY. RF AXLE SEAL LEAKING. TRANS PAN GASKET LEAKING. TIRE WEAR INSIDE EDGES NEEDS CAMBER ALIGNMENT. BRAKE FLUID DIRTY. PS FLUID DIRTY. THROTTLE BODY DIRTY NEEDS FUEL INJECTION SERVICE. TRANSMISSION FLUID DIRTY.

D** LUBE, OIL, AND FILTER REPLACEMENT TRUCK & SUV
CAUSE: PERFORMED LUBE, OIL, FILTER REPLACEMENT WITH GM MULTI-POINT INSPECTION. TOPPED OFF WASHER FLUID
10T LUBE, OIL, AND FILTER REPLACEMENT TRUCK & SUV

Table with columns: PARTS, LABOR, OTHER, TOTAL LINE D. Values: 11159 CGT 17.17, 1 19303975 (S) FILTER OIL 8.08, 1 SOL1 SOLVENT1 1.19

LUBE DEXOS OIL
CGT 23.52 23.52

PARTS: 7.00 LABOR: 17.17 OTHER: 24.71 TOTAL LINE D: 48.88
67032 LOP 0.40 CHANGED OIL, LUBED FRONT END

E** DURING INSPECTION FOUND THE IDLER ARM NEEDS REPLACED
30 REPLACED IDLER ARM

Table with columns: PARTS, LABOR, OTHER, TOTAL LINE E. Values: 11159 CGT 99.88, 1 19153392 (S) ARM IDLER 212.42

PARTS: 212.42 LABOR: 99.88 OTHER: 0.00 TOTAL LINE E: 312.30
67032 IDLER ARM 0.90 REPLACED IDLER ARM ASSEMBLY

F** DURING INSPECTION FOUND THE PITMAN ARM NEEDS REPLACED
30 REPLACED PITMAN ARM

Table with columns: PARTS, LABOR, OTHER, TOTAL LINE F. Values: 11159 CGT 205.88, 1 19168473 (S) ARM PITMAN 151.55

PARTS: 151.55 LABOR: 205.88 OTHER: 0.00 TOTAL LINE F: 357.43

Any warranties on the parts and accessories sold hereby are made by the manufacturer. The undersigned purchaser understands and agrees that dealer makes no warranties of any kind, express or implied, and disclaims all warranties, including warranties of merchantability or fitness for a particular purpose, with regard to the parts and/or accessories purchased; and that in no event shall dealer be liable for incidental or consequential damages or commercial losses arising out of such purchase.
All charges for repairs including labor and materials furnished are due and payable upon delivery of the within described vehicle, or prior to delivery upon the expiration of three days after notice that repairs have been completed. If the vehicle is not called for within three (3) days after such notice is given, a storage fee may be billed for each day thereafter. If any such charges remain unpaid for thirty days after such request for payment, said Dealer may also refer such charges to its attorneys for collection and the customer will pay a reasonable attorney's fee. Any and all charges to collect N.S.F. or stopped payment checks are to be paid by the customer, along with the expenses incurred by the Dealer to collect such funds. Seller's liability for any defect with respect to automotive parts and/or labor sold hereby shall be limited to repair or replacement of such parts and/or labor as Seller shall elect, but this obligation shall terminate 90 days or 4,000 miles, whichever occurs first, after the delivery of the parts to buyer.

Table with columns: CUSTOMER SIGNATURE, DATE, PLEASE PAY THIS AMOUNT

CUSTOMER #: 1024774

348499



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SERVICE ADVISOR: 10801 MIKE SPARKS

Table with columns: COLOR, YEAR, MAKE/MODEL, VIN, LICENSE, MILEAGE IN / OUT, TAG. Values: 07, CHEVROLET SILVERADO, 1GCHK29U07E151058, 67032/67039, T7669

Table with columns: DEL DATE, PROD DATE, WARR EXP, PROMISED, PO NO, RATE, PAYMENT, INV DATE. Values: 17OCT06 DD, 17OCT2009, 12:00, 10SEP14, 0.00, CASH, 12SEP14

Table with columns: R.O. OPENED, READY, OPTIONS. Values: 08:35 10SEP14, 07:22 12SEP14, DLR:RTC ENG:6.0 Liter

Table with columns: LINE, OPCODE, TECH, TYPE, HOURS, LIST, NET, TOTAL

67039 PITMAN ARM 1.80 REPLACED PITMAN ARM

G** PERFORM COMPUTERIZED 2 WHEEL ALIGNMENT

F6C PERFORM COMPUTERIZED 2 WHEEL ALIGNMENT

11159 CGT 79.95 79.95

PARTS: 0.00 LABOR: 79.95 OTHER: 0.00 TOTAL LINE G: 79.95

67039 ALIGNMENT 1.20 PERFORMED ALIGNMENT INCLUDING CAMBER ADJUST

H** DURING INPSECTION FOUND THE RIGHT FRONT AXLE SEAL LEAKING

40 REPLACED RIGHT FRONT AXLE SEAL

11159 CGT 378.99 378.99

1 19169124 (S)SEAL 14.18 14.18 14.18

1 9411785 W-(S)BEARING 45.31 45.31 45.31

1 1052943 GASKET MAKER 38.00 38.00 38.00

PARTS: 97.49 LABOR: 378.99 OTHER: 0.00 TOTAL LINE H: 476.48

67039 RF AXLE SEAL LEAKING 3.30 REPLACED RF AXLE SEAL AND BEARING

RESEAL RF EXTENSION HOUSEING

I** DURING INSPECTION FOUND THE TRANS PAN GASKET LEAKING

40 REPLACED TRANS PAN GASKET

11159 CGT 169.88 169.88

1 8677743 (S)GASKET TRANS PAN 70.94 70.94 70.94

LUBE ATF, DEXRON VI

CGT 40.04 40.04

PARTS: 70.94 LABOR: 169.88 OTHER: 40.04 TOTAL LINE I: 280.86

67039 TRANS PAN GASKET 1.50 REPLACED LEAKING TRANS PAN GASKET

J** POWER STEERING SYSTEM FLUSH & CONDITION

F40M POWER STEERING SYSTEM FLUSH & CONDITION

11159 CGT 88.37 88.37

2 89021182 FLUID 16.95 16.95 33.90

2 SOL1 SOLVENT1 1.34 1.34 2.68

PARTS: 33.90 LABOR: 88.37 OTHER: 2.68 TOTAL LINE J: 124.95

67039 POWER STEERING FLUSH 0.70 FLUSHED POWER STEERING FLUID

Any warranties on the parts and accessories sold hereby are made by the manufacturer. The undersigned purchaser understands and agrees that dealer makes no warranties of any kind, express or implied, and disclaims all warranties, including warranties of merchantability or fitness for a particular purpose, with regard to the parts and/or accessories purchased; and that in no event shall dealer be liable for incidental or consequential damages or commercial losses arising out of such purchase.

All charges for repairs including labor and materials furnished are due and payable upon delivery of the within described vehicle, or prior to delivery upon the expiration of three days after notice that repairs have been completed. If the vehicle is not called for within three (3) days after such notice is given, a storage fee may be billed for each day thereafter. If any such charges remain unpaid for thirty days after such request for payment, said Dealer may also refer such charges to its attorneys for collection and the customer will pay a reasonable attorney's fee. Any and all charges to collect N.S.F. or stopped payment checks are to be paid by the customer, along with the expenses incurred by the Dealer to collect such funds. Seller's liability for any defect with respect to automotive parts and/or labor sold hereby shall be limited to repair or replacement of such parts, and/or labor as Seller shall elect, but this obligation shall terminate 90 days or 4,000 miles, whichever occurs first, after the delivery of the parts to buyer.

Table with columns: CUSTOMER SIGNATURE, (DATE), DESCRIPTION, TOTALS, PLEASE PAY THIS AMOUNT

CUSTOMER #: 1024774

348499



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FOR THE LOVE of CARS
RON TONKIN CHEVROLET

CITY OF CASCADE LOCKS
140 WANAPA
CASCADE LOCKS, OR 97014
HOME: 503-374-8484 CONT: 541-806-4085
BUS: CELL:

PAGE 4

122 N.E. 122nd Avenue Post Office Box 20368
Portland, Oregon 97230 Portland, Oregon 97220-0368
Telephone: (503) 255-4100

SERVICE ADVISOR: 10801 MIKE SPARKS

COLOR	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG	
	07	CHEVROLET SILVERADO	1GCHK29U07E151058		67032/67039	T7669	
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	RATE	PAYMENT	INV. DATE
17OCT06 DD		17OCT2009	12:00	10SEP14	0.00	CASH	12SEP14

R.O. OPENED	READY	OPTIONS:	DLR:RTC ENG:6.0_Liter
08:35 10SEP14	07:22 12SEP14		

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
K** PERFORM MOC COMPLETE BRAKE FLUID FLUSH							
B94M PERFORM MOC COMPLETE BRAKE FLUID FLUSH							
	11159		CGT			88.37	88.37
	1	6001	BRAKE FLUSH		38.90	38.90	38.90
	1	SOL2	SOLVENT2		2.68	2.68	2.68
PARTS:	38.90	LABOR:	88.37	OTHER:	2.68	TOTAL LINE K:	129.95
67039 BRAKE FLUSH 0.90 FLUSHED BRAKE FLUID OUT ALL FOUR WHEELS							

L** FUEL INJECTION CLEANING SERVICE							
P73R FUEL INJECTION CLEANING SERVICE							
	11159		CGT			98.22	98.22
	1	2661	FUEL FLUSH		24.00	24.00	24.00
	1	SOL2	SOLVENT2		2.68	2.68	2.68
PARTS:	24.00	LABOR:	98.22	OTHER:	2.68	TOTAL LINE L:	124.90
67032 FUEL IMJECTION SERVICE 1.00 FUEL INJECTION SERVICE							

I HAVE RECEIVED A THOROUGH EXPLANATION OF THE ABOVE REPAIRS

YES _____ NO _____
CUSTOMER ACKNOWLEDGEMENT

<p>Any warranties on the parts and accessories sold hereby are made by the manufacturer. The undersigned purchaser understands and agrees that dealer makes no warranties of any kind, express or implied, and disclaims all warranties, including warranties of merchantability or fitness for a particular purpose, with regard to the parts and/or accessories purchased; and that in no event shall dealer be liable for incidental or consequential damages or commercial losses arising out of such purchase.</p> <p>All charges for repairs including labor and materials furnished are due and payable upon delivery of the within described vehicle, or prior to delivery upon the expiration of three days after notice that repairs have been completed. If the vehicle is not called for within three (3) days after such notice is given, a storage fee may be billed for each day thereafter. If any such charges remain unpaid for thirty days after such request for payment, said Dealer may also refer such charges to its attorneys for collection and the customer will pay a reasonable attorney's fee. Any and all charges to collect N.S.F. or stopped payment checks are to be paid by the customer, along with the expenses incurred by the Dealer to collect such funds. Seller's liability for any defect with respect to automotive parts and/or labor sold hereby shall be limited to repair or replacement of such parts and/or labor as Seller shall elect, but this obligation shall terminate 90 days or 4,000 miles, whichever occurs first, after the delivery of the parts to buyer.</p>	DESCRIPTION	TOTALS
	LABOR AMOUNT	1729.81
	PARTS AMOUNT	733.67
	GAS, OIL, LUBE	179.24
	SUBLET AMOUNT	0.00
	MISC. CHARGES	9.23
	TOTAL CHARGES	2651.95
	LESS INSURANCE/DISC.	0.00
	SALES TAX	0.00
	CUSTOMER SIGNATURE _____ (DATE) _____	PLEASE PAY THIS AMOUNT

AGENDA ITEM NO: _____

CASCADE LOCKS STAFF REPORT

Date Prepared: September 15, 2014

For City Council Meeting on: September 22, 2014

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approval of Purchase of Electrical Transformers

SYNOPSIS: The Electric Department has the need to purchase transformers for inventory and for replacement purposes. Mr. Keith Terry is asking for permission to purchase the following reconditioned transformers:

- A. 3 each 75 KVA Single Phase Pole Mount Transformers for \$958 each, \$2,874 total
These are backup transformers that service Bear Mountain.

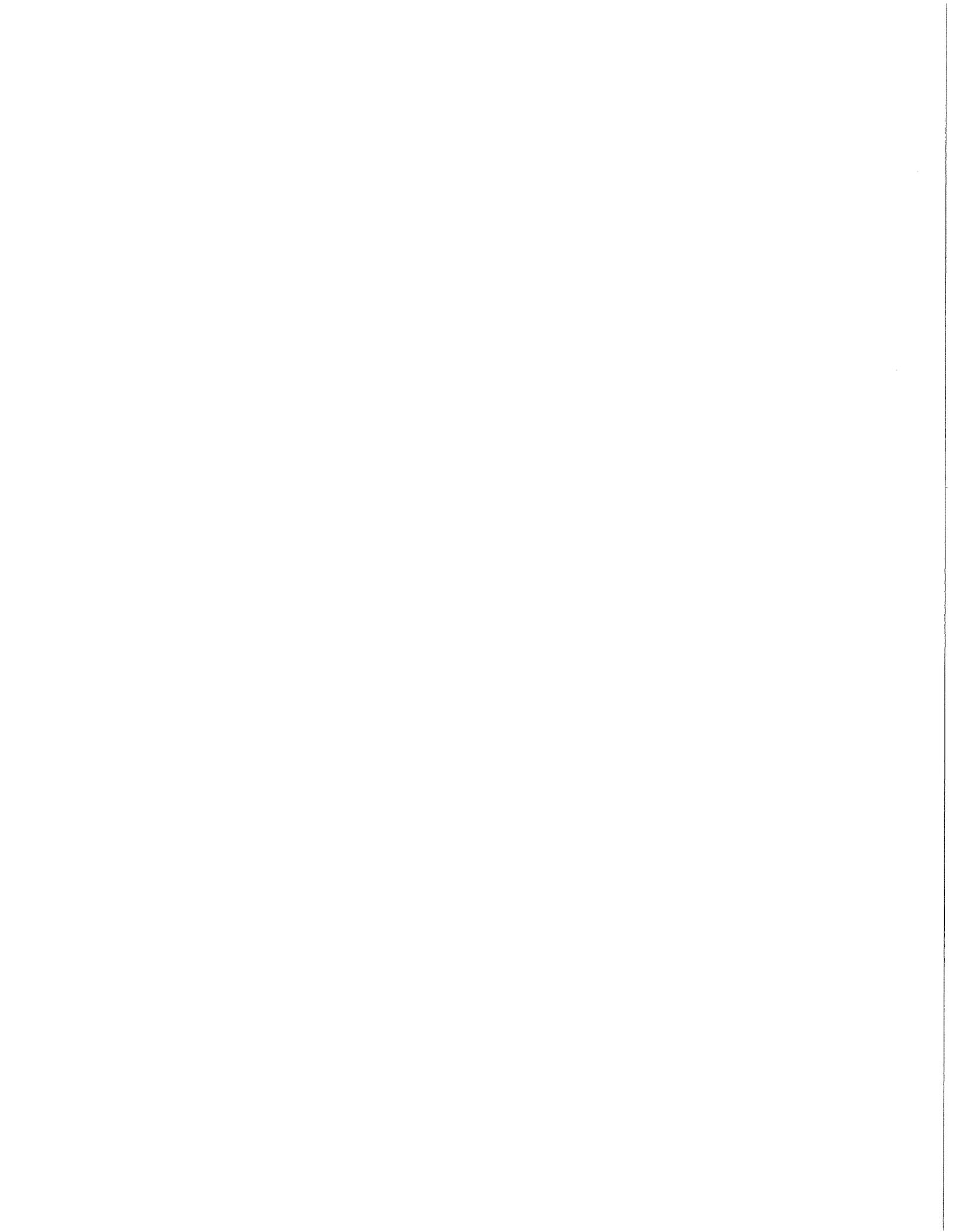
- B. 2 each 25 KVA Single Phase Pole Mount transformers \$482 each, \$964 total
2 each 50 KVA Single Phase Pole Mount transformers \$714 each, \$1,428 total
1 each 75 KVA Single Phase Pad Mount transformer \$1137
These are for inventory.

- C. 1 each 2000 KVA Three Phase Pad Mount transformer \$20,741
This is to replace the failing transformer at Synder Construction.

The total required is \$27,144. The amount is budgeted in the Capital Reserve Fund Equipment Replacement line item.

CITY COUNCIL OPTIONS: Approve or reject the request.

RECOMMENDED MOTION: "I move to authorize the purchase of the transformers requested by the Electric Department for \$27,144."



ORDER FORM

ORDER NO. 116298
ORDER DATE 9/02/2014

Sold To:
CASCADE LOCKS LIGHT DEPT
PO BOX 308
CASCADE LOCKS, OR 97014-0308

Ship To:
CASCADE LOCKS LIGHT DEPT
PO BOX 308
CASCADE LOCKS, OR 97014-0308

Phone: (541) 374-8484

Contact: KEITH
Terms: NET 30

Date Shipped	Cust Number	PO#	S/M	Via	Credit Check
	5149		DENNY	CT	
Ordered	Description		Unit Price	Price	
3	000075 KVA SINGLE PHASE POLE MOUNT W/TAPS 2 X 2 1/2% +/- PRI VOLT: 7620/13200Y SEC VOLT: 277/480Y ORDER TYPE: RC - RECONDITIONED ITEM / PART CONVERT TO MATCHED BANK		958.00	2874.00	

24 HR NOTICE REQUIRED

2874.00

ORDER FORM

ORDER NO. 116489
 ORDER DATE 9/12/2014

Sold To:
 CASCADE LOCKS LIGHT DEPT
 PO BOX 308
 CASCADE LOCKS, OR 97014-0308

Ship To:
 CASCADE LOCKS LIGHT DEPT
 PO BOX 308
 CASCADE LOCKS, OR 97014-0308

Phone: (541) 374-8484

Contact: KEITH
 Terms: NET 30

Date Shipped	Cust Number	PO#	S/M	Via	Credit Check
	5149		DENNY	CT	
Ordered	Description		Unit Price	Price	
2	000025 KVA SINGLE PHASE POLE MOUNT W/TAPS 2 X 2 1/2% +/- PRI VOLT: 7620/13200Y SEC VOLT: 120/240 ORDER TYPE: RC - RECONDITIONED ITEM / PART DOUBLE BUSHING--CONV.--EXT TAPS		482.00	964.00	
2	000050 KVA SINGLE PHASE POLE MOUNT W/TAPS 2 X 2 1/2% +/- PRI VOLT: 7620/13200Y SEC VOLT: 120/240 ORDER TYPE: RC - RECONDITIONED ITEM / PART DOUBLE BUSHING--CONV.--EXT TAPS		714.00	1428.00	
1	000075 KVA SINGLE PHASE PAD MOUNT W/TAPS 2 X 2 1/2% +/- PRI VOLT: 13200GRDY/7620 SEC VOLT: 240/120 ORDER TYPE: RC - RECONDITIONED ITEM / PART DEAD FRONT--WELLS & INSERTS LOOP FEED BAYONET FUSE STUD/SPADE SECONDARY PENTA HEAD BOLT UNDERCOAT		1137.00	1137.00	

24 HR NOTICE REQUIRED

3529.00

ORDER FORM

ORDER NO. 116490
ORDER DATE 9/12/2014

Sold To:
CASCADE LOCKS LIGHT DEPT
PO BOX 308
CASCADE LOCKS, OR 97014-0308

Ship To:
CASCADE LOCKS LIGHT DEPT
PO BOX 308
CASCADE LOCKS, OR 97014-0308

Phone: (541) 374-8484

Contact: KEITH
Terms: NET 30

Date Shipped	Cust Number	PO#	S/M	Via	Credit Check
	5149		DENNY	CT	
Ordered	Description		Unit Price	Price	
1	002000 KVA THREE PHASE PAD MOUNT W/TAPS 2 X 2 1/2% +/- PRI VOLT: 13200GRDY/7620 SEC VOLT: 480Y/277 ORDER TYPE: RC - RECONDITIONED ITEM / PART DEAD FRONT--WELLS & INSERTS LOOP FEED BAYONET FUSE 10 HOLE SPADE SECONDARY PENTA HEAD BOLT		20741.00	20741.00	

24 HR NOTICE REQUIRED

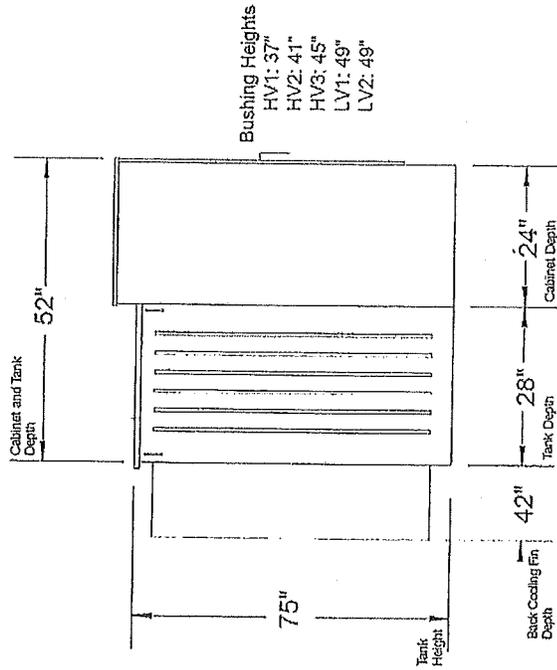
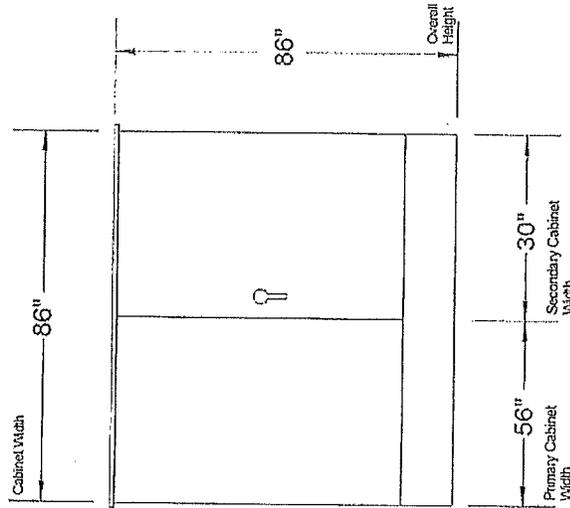
20741.00

Three Phase 2000 KVA Padmount

Primary: 13200Y/7620
 Secondary: 480Y/277
 Taps 2x2.5 Above and Below Normal
 Impedance: 5
 Weight: 10355 lbs.

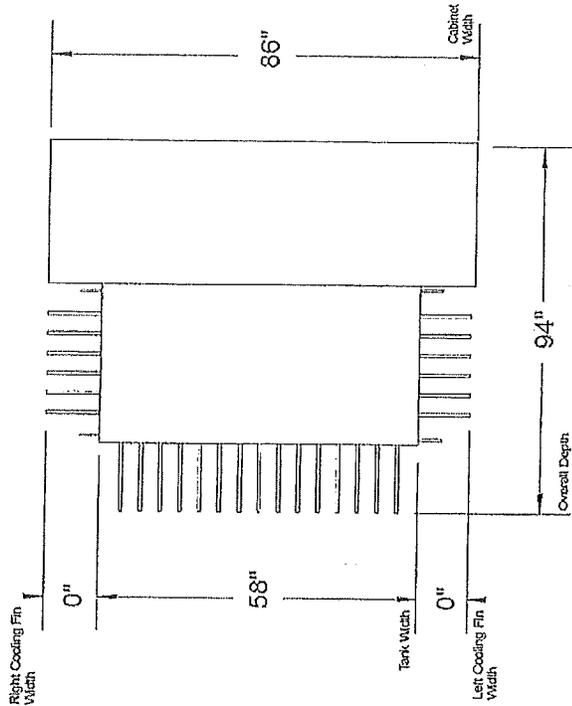
Dimensions

Cabinet Width: 86"
 Primary Cabinet Width: 56"
 Secondary Cabinet Width: 30"
 Cabinet Depth: 24"
 Cabinet and Tank Depth: 52"
 Overall Depth: 94"
 Tank Width: 58"
 Tank Depth: 28"
 Left Cooling Fin: 0"
 Right Cooling Fin: 0"
 Back Cooling Fin: 42"
 Overall Width: 89"
 Cabinet Height: 86"
 Tank Height: 75"



Bushing Heights

HV1: 37"
 HV2: 41"
 HV3: 45"
 LV1: 49"
 LV2: 49"



* All dimensions are approximate and should not be used for engineering purposes.
 * Style of transformer and fins may vary from what is shown.



www.trelectric.com

Toll Free: 800-843-7994
 Local: 605-534-3555
 Fax: 605-534-3861

Three Phase 2000 KVA Padmount

Primary: 13200Y/7620
 Secondary: 480Y/277
 Taps 2x2.5 Above and Below Normal

Stock Number	Record ID	Scale	Salesman: Sales
I403DE	478207	NTS	E-mail: t-r@t-r.com
			9/12/2014

MEETING MINUTES
Oregon Municipal Electric Utilities Association
Board Meeting

Forest Grove Light & Power Conference Room
1818 'B' Street, Forest Grove, Oregon
Tuesday, June 24, 2013 ²⁰¹⁴
10:00AM to 3:00 PM

Members Present:

Jeff Nelson, Springfield Utility Board
Matt Michel, Canby Utility Board (arrived 10:17AM)
Gordon Zimmerman, City of Cascade Locks
Carl Patenode, City of Drain
George Cress, Forest Grove Light & Power
Nate Rivera, Hermiston Energy Services
Kem Carr, McMinnville Water & Light (via phone)
Chuck Thurman, City of Monmouth

Staff: Ryan Colbert and Beth Vargas Duncan

1. Call to Order

Jeff Nelson called the meeting of the OMEU Board to order at 10:07AM.

2. Approval of OMEU Board Meeting Minutes for May 29, 2014

MOTION: Carl Patenode moved to approve the minutes and George Cress seconded the motion. Jeff Nelson called for the vote on the motion. The motion passed unanimously.

3. OMEU Budget and Administrative Review

Beth presented an overview of the budget. Beth also noted that OMEU's auditors Boldt Carlise and Smith, completed their review of OMEU. Beth recalled that the OMEU Board had previously determined that a "review" rather than a full audit would suffice for 2013 particularly since OMEU had an "audit" for 2012. Beth said she will forward the related review materials as soon as she receives the final copies from Boldt Carlisle. Beth noted that she attended Boldt Carlise's audit workshop and learned about "positive pay" to avoid double payment of checks. Beth is looking into positive pay for OMEU.

Carl asked whether the budget included costs for a landline. Beth said yes, it had been retained as an alternative means of communication in the event of an emergency. She added that OMEU's landline has been rarely used.

MOTION: Chuck Thurman moved that Beth cut the landline phone service for the OMEU office. Matt Michel seconded the motion. Jeff Nelson called for the vote on the motion. The motion passed unanimously.

4. Fish, Seventh Energy Plan and BPA Energy Efficiency Updates

Bo Downen from the Public Power Council (PPC) presented information regarding fish and wildlife issues as well as energy efficiency. Bo observed that BPA's Fish and Wildlife Program fund is sometimes also referred to as the Northwest Power and Conservation Council (NWPPCC) Fish and Wildlife Program, but BPA has the final say in how the dollars are spent. However, NWPPCC often suggests where such dollars may be spent. Spending on fish and wildlife has increased by over \$100M in less than a decade due to the Biological Opinion (Bi-Op). Bo mentioned that when Steve Wright was BPA Administrator he created a coalition of stakeholders with tribes, states (Oregon did not join), and others to gain support for the Bio-Op in the form of Memorandums of Agreements (MOAs). As a result, NWPPCC now has about \$40M that they feel they can direct to BPA. The MOAs expire in 2016, so BPA is considering whether they want to continue these agreements. There is discussion whether the MOAs were beneficial, as the State of Oregon and some tribes still sued on issues related to the Bio-Op.

Carl noted that there has been large cost increases with these programs and if programs are going well, there should be funding decreases. Bo responded that the program is working well; it is a mature program that should not need much more funding. It is important to note that there is a 2.5% increase for the program built-in with the MOAs. Bo added that they have certainly grown in dollar levels now, but PPC will continue to push for flattening out the spending where possible. OMEU members expressed encouragement for PPC staff to continue pressing BPA to limit costs. Jeff noted that BPA in the past has funded items through other entities without public process.

Bo also talked about how the State of Oregon had looked at a study done by the Fish Passage Center for an experimental spill test. BPA estimated the experimental spill test would cost about \$110M annually. NWPPCC referred the spill test concept to its Independent Science Advisory Board (ISAB). The ISAB responded that the spill proposal clearly is not ready for implementation. Bo mentioned that NWPPCC's fish program is open for public comment until July 9, 2014.

Regarding energy efficiency, Bo said that PPC works on conservation with NWPPCC's targets and BPA who has taken a backstop role in meeting NWPPCC's targets. Over the past year or so, BPA employed a Post-2011 process with five work groups looking at various aspects of BPA's energy efficiency program. Several recommendations arose from the work groups. For example, BPA has agreed to roll-over 5% of conservation dollars into a future rate period. BPA is also considering how to move back to expensing their conservation program instead of capitalizing it. Expensing the program would be helpful in managing the funds and over the long term it may help focus on kilowatts saved rather than dollars spent. NWPPCC recently used language indicating they want BPA to increase their conservation budget, rather than expressing emphasis on kilowatts saved. There will be additional discussions in the future about expensing BPA's conservation program.

5. Western and Regional Market Initiatives

Nancy Baker from PPC presented background information and observations regarding recent market initiatives in the West. Nancy explained that past operations used a bilateral market where two entities had an exchange – one needed power while the other had energy to trade.

Now there may be 50 persons involved and trading occurs over the Internet. Building transmission has become more complex, it may take 10 years to build a line from permitting to completion. Systems are becoming congested and sometimes operators cannot get all the power across the lines. Nancy commented that with organized markets, the Federal Energy Regulatory Commission (FERC) can regulate in ways they could not access in the past. In organized markets, the market operator identifies all energy needs, determines what energy goes where, and how much it costs. Now there are “many-to-many transactions” instead of “one-to-one transactions.” FERC regulates all Regional Transmission Organizations (RTOs) [See FERC]. PacifiCorp and California Independent System Operator (CAISO) will implement an Energy Imbalance Market (EIM) in October 2014. [See CAISO]. Nancy added that discussion of a “Western Regional Transmission Market” has been around since about 2012 when Western governors gathered and said there could be a Western Imbalance Market; they noted a study depicting savings of “X” dollars. Later, the study failed to be credible.

Nancy observed that the fear is that if the Northwest does not do something (EIM, day ahead, etc.) the Northwest will be swept into the CAISO and PacifiCorp action, but that is very different than what is being discussed at the NW Power Pool. [See NWPP Market Assessment and Coordination Committee] How does FERC’s long arm not reach? FERC regulates organized markets because of interstate commerce and the market indicates the price. BPA currently does balancing. It is not a RTO. There are many distinguishing factors between an EIM and a RTO. An EIM is just one market; it does not run a transmission system like a RTO does. Participants can bid load and resources into that market and buy energy back out of it. In terms of an EIM, it is that slice across top that is the topic.

Nancy mentioned that bi-lateral markets are making improvements and those will have a lot of value whether or not an EIM is created. BPA has a state estimator, but does not have a good look at what is happening in real time. Operators need to be able to see what is happening in the system to operate more reliably and extend capacity sales. A number of utilities are short of capacity in their own system and they have variable generation, so they are looking at how to make bi-lateral markets more efficient.

Next Nancy discussed Security Constrained Economic Dispatch (SCED) which is not an EIM. In a SCED, they know the load forecast, see the capability to get resources to the utility and then they dispatch. BPA starts with least expensive resource to dispatch. SCED figures out the most economical way to meet load given constraints.

6. Power and Transmission for Small Utilities

Brian Altman from BPA provided an overview of current transmission projects. He also briefly noted how some large customers proposed a new method of charging for transmission (segmentation) which would shift costs away from large customers onto other smaller customers. Brian also said that BPA is starting to plan for a meeting regarding emergency preparedness and coordination. Beth commented on OMEU’s efforts and said that OMEU had been collaborating with APPA’s Mutual Aid group.

ACTION: Beth will provide contact information to Brian regarding APPA’s Mutual Aid group and those in Oregon who participate.

Kevin Farleigh, BPA spoke about water flow issues related to power. Kevin reported that earlier this year water flow was only about 80% of average, but it has averaged out over time. Currently the flow is about 105% and there is little risk of an oversupply issue. Kevin also indicated that BPA completed the High Water Mark process.

7. BPA Energy Efficiency

Richard Génécé from BPA presented information regarding BPA's Post-2011 review process. Richard said, in 2011 BPA went to using a TOCA [Tier One Cost Allocator] where each utility received a portion of the energy efficiency budget in proportion to the power purchased. BPA agreed at that time that they would perform a review in the future, so that is the Post-2011 review occurring now.

Richard explained that they had five work groups with two co-chairs – one from BPA and one from public power. There were several “big tent” meetings that included all work groups too. They worked through 15 challenges and now have recommendations. Currently, the process is in the public comment period with comments due by July 19, 2014.

Richard highlighted some of the work group recommendations. Work group 2 suggested BPA publish implementation guidelines every two years instead of every six months for more stability. BPA agrees to do it annually. Work group 3, the low-income work group recommended establishing a work group for collaboration and implementing a BPA managed method or process for low-income investments. Jeff noted challenges they have had in working with CAP (Community Action Program) agencies. Jeff said the CAP often has a whole house approach and are looking for more administrative funding. Jeff cautions that BPA measure funds go to conservation not toward CAP administration. Richard explained that the intent is to bring folks together, not usurp CAP agencies.

Chuck and Bo both observed the Post-2011 process worked well overall. Richard commented that there has been great collaboration in Pacific Northwest to craft solutions. Richard said he has heard that BPA is too cumbersome with which to work and is not flexible enough, so BPA is working toward being a better business partner. Chuck said he would like to see BPA concentrate in areas where it is needed, not as much with CAP. Richard said they are working to bring folks together and find best practices, not intervene.

Jeff observed from his experience that the type of housing can impact market penetration for low income energy efficiency. A non-profit owned low income multi-family focused development has a relatively quick turnaround with regards to getting work done. However, getting a single family homeowner to sign for a qualified limited income renter can be a longer process. Utilities can encourage the message, but cannot force an individual to sign their name for permission to get work done on their property. With over 50% of the housing in Springfield being rentals, it can be a challenge. Measure funding may not be the constraint. Limited CAP agency labor resources or lack of response from property owners may be bottlenecks and these are outside the utility's or BPA's responsibility. Matt Michel said low power rates are number one economic driver in communities and that helps everyone.

Richard reminded members about the BPA's Debt Management workshop this Thursday at 1:00PM. With regard to moving BPA's Energy Efficiency Incentive program (EEI) back to expense, Richard requested feedback from OMEU members about costs related to that transition. Jeff asked, what would be the year one rate pressure if BPA moved from capital to expense now? Richard said there is a range and it probably cannot start until 2019. It would need to be done in two to three steps, may be even a few rate periods. Matt Michel said BPA needs to keep getting the rate lower. In recent rate cases where BPA has moved the rate increase from 20% to 9% is not a victory. Other utilities also increasing, BPA needs to examine how BPA become more efficient. Matt said that BPA should do hard organizational analysis and look at man power issues.

After some discussion, Richard said he heard support for moving from capital expense; it was good to hear some amount of acceptance that there would be some increase. Jeff asked OMEU members who would not support moving to expense from capital? Members affirmed and Chuck abstained. Members said there needed to be more information about costs and they need to understand why there would be cost.

Richard affirmed that those utilities choosing to use the billing credit option would have to sign an agreement indicating an EEI target with BPA, as BPA still has to meet its statutory energy efficiency obligations. Chuck commented that he supports a regional approach to EEI efforts.

8. Municipal RPS Projections

Julie Peacock from ODOE reminded members how HB 4126 caused changes with RPS compliance. Julie explained eligible RECs (Renewable Energy Credits) including the Grand Coulee upgrades. BPA is also looking at further upgrades at Grand Coulee that could bring more RECs. George asked about Wanapum Dam, and whether some upgrades there would qualify. Julie replied that she has been asking about related legal aspects of that work and she will follow-up regarding those potential RECs. Julie discussed how utility requirements impact a transitioning small or smaller utility that grows (and does not fall back under) and enters the large category, then that utility will graduate into large category compliance.

Julie developed calculator (see Excel spreadsheet) to determine a utility's share of state load and the projected RECs. Julie offered Ashland as an example. Julie mentioned that only the Oregon share is eligible for RPS. The High Water Mark (HWM) was adjusted in April (Ashland's did not change). ODOE also performed cost projections of unbundled RECs and resource cost projections with BPA. Julie offered that ODOE could also help project these incremental costs for other utilities too. George asked if new industry who has own renewable generation, enters a utility's territory then could the utility count the industry's generation? Julie replied that the utility must be the holder of the RECs in order to have those attributes and retire the RECs. The company may also want to hold the RECs for LEED compliance etc.

Julie offered to provide each utility their projected compliance. She has projected HWM, and more information for banking RECs.

9. Legislative and Administrative Update

Ryan Colbet introduced himself and talked about participating in meetings. He has an interest in energy law. He is also doing some research on the carbon tax. He mentioned that information on solar roadways will be in next Director's Report. A married couple from Idaho invented this concept and is working on a test project in Idaho.

Beth provided a brief update on OMEU's Energy Efficiency Task Force meetings as well as OMEU's Engineering and Operations Committee. Beth also mentioned some highlights from the recent APPA National Conference in Denver. Beth said she had lunch with Anita Decker, NWPPA. Beth reminded members that during OMEU's fall meeting in October 2013, members shared concerns about trainings for line workers and related liability; the members present said they no longer had such concerns. Beth also discussed concerns raised at APPA regarding the EPA's New Source Performance Standards (NSPS) for each state and Oregon is projected for an emissions reduction of about 48%. Beth said that within about a year, the State of Oregon (ODOE and the Governor's Office) will be required to submit a plan of how the state will comply with the new emission reduction requirements. Beth will work with others to determine whether this new requirement is something of which to be concerned or whether compliance will be readily attained.

Regarding the 2015 session, Beth said the areas forthcoming now are related to ODOE and ODOE's legislative concepts, particularly extending the Cool School's program. She will share more details when they are available. In addition, Beth expects more activity regarding public contracting and qualifications based selection (QBS). Members indicated by consensus that they still oppose any expansion of QBS in public contracting.

10. Roundtable

Monmouth

Chuck said they continue to have small growth. He will be meeting with Richard Gécécé to discuss BPA's Post-2011 discussion and Chuck's recent request for information from BPA.

Canby

Matt said they settled their electric contract and rolled it over another three years. Matt also shared that Jim Brands passed away recently. Jim started the Efficiency Services Group in 2002, but he had gotten his start in energy at Canby Utility. There is a memorial for him the afternoon of June 25, 2014.

Matt noted that the water rights for Springfield, Ashland and Milton-Freewater have arisen on Water Watch. The League of Oregon Cities is tracking this issue – contact Tracy Rutten at the League. Matt asked Kevin Farleigh to inquire with BPA about reconsidering its Federal Register notice language. The current language indicates BPA customers that are represented by another organization (i.e. PPC) may not file participant comments.

ACTION: Kevin will check into the BPA Federal Register notice language and get back to Matt.

Hermiston

Nate Rivera said that since Ed Brookshire retired, Brian Smith from Fort Madison, Iowa has been hired as the new city manager in Hermiston.

Nate also reported that Hermiston Energy Services is performing a COSA. Nate noted that Hermiston had been operating in reserves and there had not rate increase since 2005. Nate has been attending a number of meetings, and discerning priority issues. He is learning new concepts as he transitions from a cooperative to a municipality.

Forest Grove

George said Forest Grove Light and Power issued a RFP for one or more transformers as part of the capital improvement plan. They also just finished their cost of service study. Forest Grove had passed along BPA's cost increases, but not capital improvements, so they will need to increase customer charges. Forest Grove is having growth. There are a couple hundred new homes being built now with growth from Intel, Nike and new industries such as Chaucer Foods and Summit Foods. The Forest Grove City Council passed a new budget and new laws regarding smoking. The smoking restrictions may impact utility workers as it now includes all city property which may include city sidewalks and roads.

Drain

Carl reported that Malcolm drilling has moved into their building with another 250,000 square feet. They also have made improvements to the property and have a lot of equipment coming; they are growing already. Pacific Geo-Source built a 40,000 square foot warehouse and they are growing too. Carl said there are issues with ODOT, as they are shutting off both interchanges to Drain. Carl added that they have two franchises that have expired. Carl has worked with Drain's City Attorney, then Carl submitted franchise language to Charter, but he has not yet heard a response. CenturyLink's franchise expired too. Neither company wants to do improvements in Drain. Matt Michel suggested that APPA has pole attachment calculator which could help with those payments.

Cascade Locks

Gordon reported that the City of Cascade Locks sold their broadband system to GorgeNet. GorgeNet will keep the franchise fee initially, then provide fiber to the home over next seven years. Due to industry growth, Cascade Locks energy usage is projected to add 3MW to their 2.4 average now over the next two years and that will move Cascade Locks into the Tire 2 rate. The hope is that within three years, Nestle will have their plant up and running. Nestle will add 4MW on top of Cascade Locks' projected 5.4 average.

In conclusion, George recommended BPA's cybersecurity training, noting vendors can pose vulnerabilities as one of the utility's companies could be targeted. Snohomish also has a good program on cybersecurity. Carl said that CIS also did some training on it too.

11. Public Input on Non-Agenda Items

No members of the public provided input and no members of the public were present.

12. Future Meetings – October 15, 16-17, 2014 and other meetings as needed prior to that date. Beth said she working on the agenda for the fall meeting. Elliot Mainzer is scheduled to speak. Beth is also working to have a speaker from APPA, and the Governor’s Office. Beth also plans to invite the new director of ODOE after that person is hired. Members suggested having a speaker regarding cybersecurity.

13. Adjourn

The meeting adjourned at 2:53 PM

Minutes Prepared by:

Beth Vargas Duncan, Executive Director

Approved by the OMEU Board on _____.

Tri-County Hazardous Waste & Recycling Program
Steering Committee Meeting Minutes
Wednesday, June 4, 2014
Mid-Columbia Fire & Rescue
1400 West 8th St., The Dalles, OR

Committee Members Present

Commissioner Steve Kramer (Chair, Wasco County), Tracie Hornung (Mosier), Sandy Macnab (Sherman County), Mike Matthews (Hood River County EH), Karen Skiles (City of The Dalles), Mike Miles (Maupin)

Non-Voting Members Present

John Zalaznik (NCPHD EH Supervisor)

Staff Members Present

David Skakel (NCPHD/Tri-County HWR), Kathi Hall (NCPHD Business Manager), and Gloria Perry (NCPHD Admin Assistant).

Guests

Shari Harris-Dunning of the Bend DEQ office. She is taking over for Larry Brown.

Minutes Taken By: Gloria Perry

At 8:30 a.m. Chair Steve Kramer, Wasco County Commissioner called the Tri-County Hazardous Waste & Recycling Program Steering Committee meeting to order.

Summary of Actions Taken

Motion by Sandy Macnab, second by Tracie Hornung to accept the financial statements as presented.

Vote: 6-0

Yes: Commissioner Steve Kramer, Tracie Hornung, Sandy Macnab, Mike Matthews, Karen Skiles, Mike Miles

No: 0

Abstain: 0

Motion Carried

Motion by Karen Skiles, second Sandy Macnab to accept the minutes as corrected from the March 12, 2014 steering committee as corrected.

Vote: 6-0

Yes: Commissioner Steve Kramer, Tracie Hornung, Sandy Macnab, Mike Matthews, Karen Skiles, Mike Miles

No: 0

Abstain: 0

Motion Carried

Welcome and Introductions

- Steve Kramer welcomed everyone and introductions were made around the room.

Schedule Future Meetings

- The next regularly scheduled steering committee meeting will be on Wednesday, September 10th from 8:30 a.m. to 11:30 a.m. (Location to be determined)
- Future quarterly meetings are scheduled for December 10, 2014 and March 11, 2015.

Fiscal Report

- Kathi Hall gave an update on YTD revenue.
 - ✓ No interest earned January through April because the surcharge is still going to Wasco County.
 - ✓ YTD revenue from Sherman County shows \$3,600; however they did make a payment in May so they are at their full \$7,200 for the year.
 - ✓ Total year-to-date revenue through April is \$165,024.72
 - ✓ David Skakel stated that the selling of compost bins seems to be staying on average; however the majority of compost bin sells are in Hood River. Very few are sold in The Dalles. He is not sure if this is a marketing or pricing issue.
 - ✓ The amount in Miscellaneous Receipts is funds received from a DEQ fine.
- Kathi Hall gave an update on YTD expenditures.
 - ✓ David stated that although the YTD expenditure is low for line item *Meals Lodging & Registration*, June is typically a busy month for conferences. He estimates this amount will increase to around \$2,000.
- Estimated End of Year balance for the program is roughly \$56,000 (revenue less expenditures).
 - ✓ Monthly expenditures are between \$16,000 and \$24,000 (depends on if there is an event). With the current revenue balance, expenditures through August should be covered.
 - ✓ Kathi asked the steering committee for a recommendation if they would like NCPHD to go to Wasco County to ask for the surcharge fees to be able to operate.
 - ✓ State Kramer asked if these numbers reflected the \$40,000 that Monica Morris requested last Friday, May 30th to be sent over as a budget adjustment from the Solid Waste Specialist line item.
 - ✓ Kathi Hall stated she was not notified of this transfer. This request did not come from NCPHD so it must have been from Wasco County's Finance Department.
 - ✓ John Zalaznik stated to clarify this money was not to NCPHD but to the HHW program specifically.
 - ✓ Steve Kramer stated it was transferring \$40,000 from the Personal Service category to Materials & Services category within the HHW fund.
 - ✓ Kathi Hall stated that is a budget adjustment. This means they were over spent in Materials & Services so the budget adjustment moves that \$40,000. Monica is saying you've over spent in the HHW program. In order for you to spend money in Materials & Services they had to move the money from Personal Services into the Materials & Services. That's all revenue; it's not expenses so we will still have to go to Wasco County for the revenue.
 - ✓ David stated he believes this has to do with Contracted Services.

- ✓ Karen Skiles asked if Kathi's report shows that being over spent. Kathi Hall stated Materials & Services is only at 68% so she is not sure why that \$40,000 would have to be transferred. She will ask Monica Morris what this is for.
- ✓ Steve Kramer stated this is an adjustment to properly allow for the payment of the funds to the newly separated entity.
- ✓ Kathi stated but those are expenditures. She will ask Monica what that transaction was for because those are expenses. Monica is seeing it as an expense; when she pays the HHW fund she's seeing it as an expense but we're seeing it as revenue.

Approve Minutes from 3/12/2014 Quarterly Meeting

- Minutes approved with the following correction:
 - ✓ Page 3, 5th check mark under Concerns Voiced remove and now the district is doing that from the last sentence.

Lead Agency

- Commissioner Steve Kramer stated there are a few developments going on with the separation of the North Central Public Health District (NCPHD). Miss Morris and Commissioner Smith met a couple of weeks ago and had a good discussion and worked out a whole lot of issues regarding moving forward. Last Thursday, the Wasco County Budget Committee approved an extra \$30,000 to NCPHD. Starting on June 10th at NCPHD's board of health meeting we will be putting together a sub-committee to develop a work plan to get this separation between Wasco County and NCPHD taken care of in a positive manner. With that said, Steve asked the steering committee to allow him six more months to put the separation of the hazardous waste program into that work plan to move forward and to minimize any "pain" to NCPHD'S budget. Commissioner Kramer spoke to Commissioner Smith from Sherman County and Judge Shaffer from Gilliam County and they are both in agreement to this.
- In recognizing the complexity of the issue, it was the consensus of the steering committee to allow the additional six months as requested by Commissioner Kramer.

Goals & Policy Sub-Committee

- At the last steering committee meeting it was agreed that we would re-assert the goals & policy sub-committee with two focuses:
 - Mel's Sanitary Service
 - ✓ David stated there is history of the original decision for the subsidy of hauling recyclables from South County; however he was not part of the initial decision making and does not have a clear understanding of the full history and why this subsidy is continuing.
 - ✓ This subsidy needs to be revisited.
 - ✓ David will seek any archived files or correspondence regarding Mel's that may shed light.
 - Strategic Plan Update
 - ✓ We have found it useful to reflect each year before the start of the next fiscal year to come up with a strategic plan update looking at where we are, what resources we have, what are the important issues of the day. This is really

the steering committee giving guidance to staff on where they'd like resources and time spent in the next fiscal year.

- ✓ Due to busy schedules, we did not re-engage this sub-committee despite a call to do so at the last Steering Committee meeting in March. David asked if the steering committee wanted to review his draft of "focus areas to work on" today and consider approving or prioritizing the items, or push it to the sub-committee to review it and make their recommendations at the September meeting.
- ✓ These items are within David's normal job duties, however most of the items on the list would require additional staffing to accomplish.
- ✓ The acronym CBSM is Community Based Social Marketing.
- ✓ David stated his top three priorities on this list would be 1) Expand outreach/education to Spanish-speaking populations, 2) Unwanted Medicines: Support increased convenient disposal options (Hood River County, Sherman County), and 3) Pursue alternate revenue sources for disposal cost of collected Ag and HHW chemicals.
- ✓ It was the consensus of the steering committee to have the Goals & Policy Sub-Committee meet and review David's list before the next Steering Committee meeting. Steering Committee members are Commissioner Steve Kramer, Sandy Macnab and Bruce Lumper.

Miscellaneous

- PaintCare Update
 - ✓ Oregon's first-in-the-nation pilot program instituted a model, industry-supported paint stewardship program that ensures environmentally responsible end-of-life management for leftover architectural paint. PaintCare implemented the pilot paint stewardship program in Oregon in July 2010. The program was made permanent by legislation in 2013.
 - ✓ This addition of the PaintCare program has been very seamless for us, because PaintCare and our own program share the same collector/transporter (PSC). We have a dozen or so hazardous waste events throughout the three county areas and our hazardous waste collector carries these PaintCare totes with them and what goes in those totes does not go on our invoice. We have seen considerable cost avoidance. Also, before PaintCare came into play, we did not collect latex.
 - ✓ There are some contracting issues that have come up regarding who is paying for the transportation costs for PaintCare program paint. David is pursuing clarification on this issue.
 - ✓ Crook County and possibly Deschutes County are pulling out of the hazardous waste PaintCare program. Since PaintCare started, some local government hazardous waste collection programs in rural areas have experienced higher volumes of both paint and all hazardous waste. They are not being compensated for their own collection costs for the PaintCare paintportion; only on transportation and disposal. For some counties they are saying that their costs are going down on disposal but their costs are going up for collection.
 - ✓ The three years after PaintCare our Tri-County Program collected approximately 100% more of everything. When you subtract the latex we were collecting over 50% more of what we had previously been collecting. That's hazardous waste

inclusive of oil-base paint. If you take all the paint out of the picture- as a result of PaintCare, those three years later we are collecting over 25% higher volume of all other hazardous waste. David suggested this begs the question: Does paint attract hazardous waste to our events?

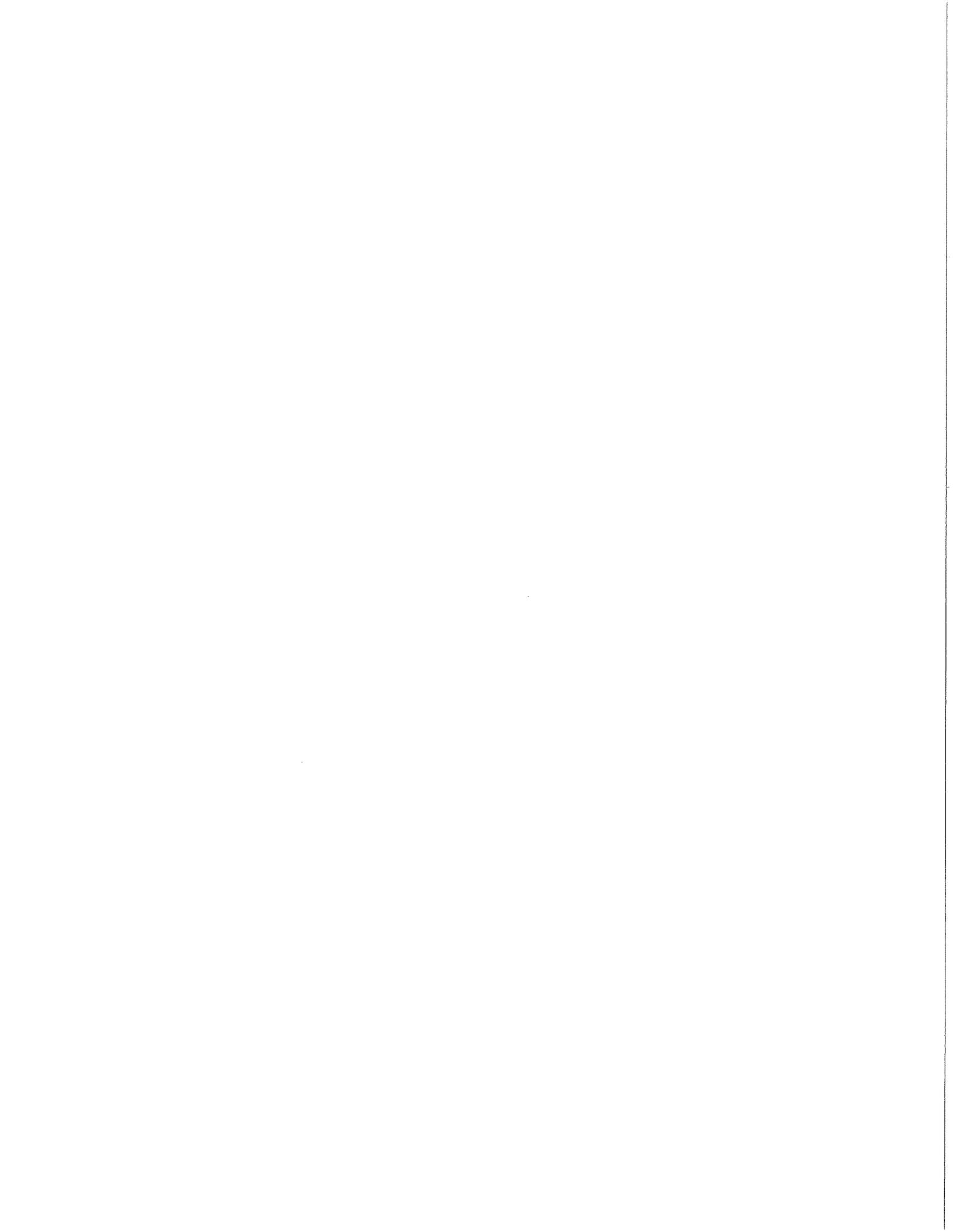
- ✓ We have a contract in place that expires in June with the initial group that started PaintCare in Oregon (Product Care). Product Care will terminate their involvement in Oregon PaintCare at the end of June 2014.
 - ✓ There have been a lot of conversations thanks to AOC and CIS in trying to help PaintCare understand our needs here in Oregon in terms of the insurance requirements and a whole host of issues we have been trying to work out.
 - ✓ Comments by AOC (Association of Oregon Counties) to DEQ regarding PaintCare Six Month Report handed out.
 - ✓ PaintCare has offered local governments (including ours) an alternative to directly contracting with them for the PaintCare program. PaintCare would instead contract directly with PSC for the post-collection transportation and processing that occurs at our sites/events. We would just need to sign an authorization form they provided. David is looking into this option. We need to get something in place by August 16th, or we will begin to lapse in our PaintCare savings at HHW events.
- Maintenance Fee
 - ✓ We pay Waste Connections \$250.00 a month at both facilities (Hood River & The Dalles). A portion of this cost is for required DEQ weekly inspections. However, during the last six months, Waste Connections has acknowledged that they do not have anybody qualified to do the required DEQ.
 - ✓ For the time being, David is performing the weekly inspections and the program is invoicing Waste Connections for David's time spent doing the inspections. However, the reimbursement rate is not for the full maintenance fee; we are only recouping the cost to the program.
 - ✓ Waste Connections has made a commitment to have someone on board and trained at both locations by the start of the fiscal year (July 1st).
 - ✓ It was asked if we could rewrite the operating plan to do weekly inspections every other week. David wasn't sure if this is something that DEQ sees as a set rule but currently it is part of our operating plan so it would have to be re-negotiated and approved to change it.
 - ✓ Although it is a burden for David to be doing the inspections, he stated it is worthwhile to be back in the buildings.
 - Staffing
 - ✓ David's recommendation to the steering committee is to hold off hiring the budgeted .6 FTE solid waste specialist until the lead agency issue is figured out because the structure of these two agencies (NCPHD & Wasco County) are different enough that the skills set of that person would be different.
 - ✓ Commissioner Kramer stated that Judge Shaffer and Commissioner Smith are also in agreement with this.
 - SEP funds (Supplemental Environmental Program)

- ✓ DEQ has a supplemental environmental program which allows for, when an entity is fined by DEQ, they may have a choice to pay a portion of their fine to an approved SEP project. The last several years our program has submitted and been approved as a SEP project, specifically for the costs of collecting agricultural pesticides which we do in May (in Moro) and November (in Hood River & The Dalles). If something happens in our “backyard” David will communicate with that local company and let them know what we do and what their options are.
 - ✓ It was asked if these funds could go into our general fund or is it project specific? David stated he supposed you could write your project as just your general program, although they may or may not approve that. Whereas our annual agriculture pesticide disposal costs have been a good ten to fifteen thousand dollars a year which exceeds the average amount for DEQ fines in our area.
- DEQ’s Materials Management Workgroup
 - ✓ The AOC has a solid waste sub-committee in which David has been a participant for the past couple of years and as part of that they focus on product stewardship improvement.
 - ✓ David shared what some of the activities are that this work group is working on as well as the purpose of the work group focusing on DEQ’s budget and FTE staffing projections. (Reference handout *Materials Management 2019-2021: Program Overview*).
 - ✓ Shari Harris-Dunning stated in regards to the materials management piece there are some folks at DEQ headquarters who are looking at the state-wide recovery goal. A letter will be going out shortly to all the waste sheds that will be talking a little bit about the fact that DEQ is likely going to be introducing some draft legislation late in the fall with the possibility of looking at revising the statewide recovery goal for each waste shed (waste shed = each county in DEQ lingo). DEQ will host a conference call on July 10th with local governments, with an opportunity afterwards to meet and talk about this.
 - ✓ David stated he doesn’t speak for the whole group but he isn’t dramatically concerned about what the requirements are going to be on the local waste shed because in the past it was fairly unscientific. There has been real scrutiny by this broad stakeholder group in these meetings about whether to go at requirements and what types of requirements i.e. waste specific requirements or more voluntary goals and resources and support and obviously that’s what we’re hoping for.
- Miscellaneous Questions
 - ✓ Sandy Macnab asked if David had numbers for the last couple of collections.
 - Hood River and The Dalles have been consistently busy. Events have anywhere between 130 and 160 cars.
 - Volume-wise, David still does not have the results from the Moro event but it was pretty busy. We did not do a drug take-back this time.
 - ✓ Sandy Macnab asked in regards to Dirt Huger moving, would there be an impact in any way to the program or will they continue to pick up the food waste as they have been.

- The garbage company has had some apprehension about long-term contracts with Dirt Hugger, because Dirt Hugger has not had a long-term lease; they have been month-to-month at the Port of The Dalles. With their move to Dallesport, he thinks they'll acquire a long-term lease which would open the way for enhanced services by Waste Connections in our own service area.
- Due to the way the franchise agreements work, if the City of Hood River or The Dalles require and put into the rates a requirement for food waste / yard waste service, it's the garbage company who is on the line for that. If Dirt Hugger were to curtail services because they didn't have a lease, Waste Connections would still have to provide for that.
- With this move, David believes it will add stability to Dirt Hugger in a way that will open a potential pathway for expanded organics management and a better relationship with Waste Connections.

Motion to adjourn was made and the meeting was adjourned at 10:54 a.m.

{Copy of Draft HWR Strategic Plan Focus Areas for 2014/15; Handout AOC Comment to DEQ Re: PaintCare Six Month Report; Handout Product Stewardship Improvement Workgroup; Handout Materials Management 2019-2021: Program Overview, distributed and attached and made part of this record.}



MATTHEW T. ENGLISH
SHERIFF

BRIAN ROCKETT
CHIEF DEPUTY



MARITA HADDAN
911 COMMANDER

TERRY L. BRIGHT
CHIEF CIVIL DEPUTY

JERRY KEITH
EXECUTIVE ASSISTANT

CASCADE LOCKS MONTHLY REPORT

August, 2014

1. **TOTAL CALLS FOR SERVICE: 202** (Includes follow-ups, Officer initiated, agency assist, ect.)
2. **TOTAL PRIORITY CALLS: 5**
3. **TOTAL CRIMES/CALLS AGAINST FAMILIES: 0**
4. **TOTAL CASE NUMBERS ISSUED: 14**
5. **TRAFFIC STOPS: 67**
6. **TOTAL ANIMAL CONTROL CALLS/CITATIONS: 5**

Additional Investigative Support: Deputy Anderson, Deputy Smith, Deputy Lerch, Reserve Sgt. Renault, Deputy Guertin, Deputy Paulsen, Deputy Nelson and Deputy Stefanini. Case numbers include: S140755, S140769, S140781, S140785, S140803, S140810, S140823, S140738, S140841, S140827, S140833, S140838, S140843 and S140845.

Deputy Harvey worked 124.73 hours within the City of Cascade Locks. Hood River County Sheriff's Office Personnel worked an additional 89.12 hours within the City of Cascade Locks, (Deputy Anderson, Deputy Stefanini, Deputy Smith, Deputy Cozad, Reserve Sgt. Renault, Deputy Lerch, Sgt. Hughes, Deputy Paulsen, Deputy Nelson, Chief Deputy Rockett, Sgt. Castaneda, Sgt. Flem, Reserve Deputy Linker and Deputy Carmody.

The information reflected above is supported by the Hood River County Sheriff's Office Monthly report for the City of Cascade Locks. The information in the support documents must be cleansed Per ORS 192.501 & 192.502, but is on file to support this excerpt.

Brian Rockett
Chief Deputy

